



VOLUNTEER STRUCTURE ROLES

Role: ACT! Lead (Ambassador Constituent Team Lead) 2020

Description: The ACT! Lead is the top ACS CAN Ambassador leader in the specific congressional district where they reside. The ACT! Lead is the key contact with the Member of Congress in their CD, and must continuously strive to build a strong relationship with their Member and their offices at home and in Washington, DC. They may also be asked to have their team work on state and local campaigns as directed by state staff and SLA, using the skills they have acquired to impact additional levels of government. Each ACT! Lead must be committed to working with both staff and the Legislative Team Ambassadors to achieve goals, and report actions monthly and monitor team progress in the Ambassador Action Center.

Qualifications: An ACT! Lead needs to be a very committed advocacy volunteer who wants to take a local leadership role in the fight against cancer. Each signs a partnership agreement with their state staff partner to be appointed to this role for a mutually renewable two-year term. As an ACT! lead they must clearly articulate the expectations to the rest of the team and closely monitor progress on each goal.

Communications: ACT! Leads should communicate at least monthly with their State Lead, Staff Partner, and team members. Each ACT! Lead is invited to participate in quarterly conference calls (or listen to the recording) with the ACS CAN national office usually scheduled for the first Tuesday in February, May, August, and November. In addition, ACT! Leads should forward timely information to the Legislative Team Ambassadors from this call and forward any alerts that need to be acted upon.

Training: The State Staff and the State Lead Ambassador are responsible for getting each new ACT! Lead familiarized with the expectations for their role. Unless otherwise informed, each ACT! Lead is expected to attend the Leadership Summit and National Lobby Day held annually in September in Washington, DC, which includes skill and issue training, as well as an opportunity to meet with their Member of Congress. New ACT! Leads can also participate in national Ambassador Leadership on-boarding calls.