



## The ACS CAN Volunteer Structure State Lead Ambassador

### Position Summary

In close collaboration with the appropriate advocacy staff, the State Lead Ambassador is responsible for leading, organizing, maintaining, and mobilizing a statewide ambassador leadership team made up of all the state's Ambassador Constituent Team (ACT!) Leads to maximize ACS legislative impact in local, state, and federal campaigns. The State Lead Ambassador also assists in identifying and recruiting ACT! Leads and assigning specific leadership roles for the statewide group. This leader would help establish goals and expectations for the (State) Ambassador Team.

### Roles & Responsibilities

As State Lead Ambassador, you will have the opportunity to:

- Serve as principal volunteer contact for ACT! Leads
- Attend state ambassador leadership training conducted by ACS CAN and state staff partners
- In collaboration with staff and ACT! Leaders, assist in identifying constituent ambassadors to build relationships with key state and local officials as needed
- Key ambassador contact for the two U.S. Senators from their state. (may appoint others to these positions if appropriate)
- Participate in regular in-depth issue and campaign briefings on local, state and federal issues. View ACS CAN website regularly
- Become statewide volunteer spokesperson for advocacy issues in the state. (may delegate if appropriate)
- Work with ACT! Leads and other volunteers to set and achieve state ACS CAN fund-raising and membership goals
- Alert ACT! Leads to respond to Calls to Action during recesses, state sessions, local initiatives, etc. Work with staff partners and ACT! Leads to plan appropriate tactics within districts as needed
- In conjunction with staff partners, maintain continuing close communication with ACT! Leads including e-mails, conference phone calls and other correspondence. Monitor tactical and operational activities and procure staff/volunteer assistance when necessary.
- Assist in planning and implementation of statewide advocacy events (State Lobby Day, Recognition Banquets, ACS CAN fund-raisers, etc.)
- Mentor ACT! Leads to become future State Lead Ambassador



*State Lead Ambassador, cont.*

## **Qualifications and Skills**

The following qualifications and skills will be beneficial for this role:

- Thorough knowledge of organizational mission, priority issues, advocacy program, and "culture"
- Successful experience in working collaboratively and communicating well with staff and other volunteers
- Some background in political organizing, electoral campaigns, or lobbying. Advocacy training recommended
- Willingness to support legislative agenda and priorities and maintain clear and consistent lines of communication with policy makers on key issues

## **Working Together**

ACS CAN and your staff partner will provide you with many tools, trainings and resources to be successful. These may include:

- Ambassador Leadership Training provided by ACS CAN and state staff
- Advocacy issue updates, Insider newsletters, special web access
- Appropriate issue talking points from the staff partners as necessary