

Federal Affairs Liaison Job Description

Background

APTA's Board of Directors identified the need for greater grassroots and member involvement in the Federal government affairs process at its March 1998 meeting. To accomplish this objective, APTA Board of Directors initiated the development of a new Federal Government Affairs Committee and network of contacts at the component level to enhance APTA's agenda at the Federal level, including a system of grassroots member involvement. Essential to this effort is each component's Federal Affairs Liaison. This person is the coordinator of each component's involvement with the APTA government affairs process and department. The component president appoints one individual to serve as the Federal Affairs Liaison for a two-year term and is consistent with Congress's legislative session.

Since 1998, the role of the Federal Government Affairs Committee has progressed and now is called the Government Affairs Committee. In addition, the role and responsibilities of the Federal Affairs Liaison has developed to include:

- Assistance with establishing APTA's critical Government Affairs issues.
- Facilitation of the grassroots network, including key contacts for Congressional districts in your state.

What Is A Federal Affairs Liaison Responsible For?

At its November 1998 meeting, APTA's Board of Directors defined the responsibilities of the Federal Affairs Liaison. Responsibilities include:

- Provide input from the grassroots membership to the Federal Government Affairs Committee and to the government affairs staff of APTA and fill out annual critical issues survey.
- Disseminate information to the grassroots membership from the APTA Board of Directors, Government Affairs Committee, and government affairs staff of APTA.
- Assist in the identification of potential APTA Key Contacts from your chapter. Liaisons to APTA sections do not have this responsibility since Key Contacts are identified at the state level.
- Attend regular component meetings to relay legislative and regulatory information to the grassroots members of your component.

In addition, roles and responsibilities also include:

- Attendance at the Annual Federal Government Affairs Forum. Each Liaison is required to attend the Forum to fulfill their role and responsibilities.
- Recruitment of participants of APTA advocacy event, such as the Forum, rallies, or other grassroots activities.
- Coordination of practice visits in your state to bring Members of Congress into every physical therapy practice settings.
- Attendance at political events, with the assistance of PT-PAC in your state.
- Coordination with the state legislative chairperson on component grassroots networks, policy development, and identification of emerging issues.