



Government Relations Committee Area Representative

Responsibilities of the Area Representatives include:

1. Participate in scheduled meetings of the Government Relations Committee.
2. After GRC Legislative meetings, inform the Area Director of the Committee's recommended positions and background information on legislation.
3. After GRC meetings, provide each Division with a summary with a request that it be presented to Division leadership and members.
4. Share and participate in legislative training/webinars presented by the CalRTA Legislative Advocate and/or GRC Chair.
5. Schedule virtual/in-person meetings with Divisions on current Advocacy Activities, legislative positions and the CalRTA Platform.
6. Review and follow the Government Relations Handbook, Board Policies and Standing Rules.
7. Complete End of the Year Area (EOY) reports, and provide feedback from Divisions to the GRC.
8. Provide leadership for their Divisions' Government Relations Chairs to help strengthen Division Government Relations programs by consulting regularly with the Area Director, Division Presidents and Division's Government Relations Chairs with information from the GRC, Legislative Advocate and/or the CalRTA Board.
9. Participate in Advocacy Days in Sacramento and Washington, D.C., or appoint an alternate to represent your Area during Advocacy Days. Coordinate and inform Divisions about Advocacy Day schedules, teams, talking points and meeting techniques.
10. Assist with program improvements, including information about using virtual advocacy, virtual meetings or conference calls. Encourage Divisions to work together within their Area to share ideas, speakers, workshops.
11. Communicate with organizations and agencies outside of CalRTA to promote and publicize legislative advocacy, goals, purposes and priorities of CalRTA, write letters to editors, establish professional relations with public school teachers and administrators, and share information to advance CalRTA's Legislative Platform.
12. Perform duties as listed in CalRTA Standing Rules, and such other appropriate duties as required by the Government Relations Committee Chair and/or the Area Director.
13. cc. GRC Chair on communications sent to Area Directors, Division GRC's.