

## Purpose

The purpose of the ARO Ambassador Program is to ensure that, across the organization, there are individuals who elevate considerations as they relate to access, representation, and opportunity. This Program is designed to provide a forum where individuals can share successes, navigate challenges, and gain feedback from like-minded colleagues.

## Scope of the Advisory Group:

Each volunteer will adhere to the scope of their main committee. Within the scope of the member's main committee, they have the responsibility to generate conversations regarding access, representation, and opportunity within the scope of their existing committee work.

The participating committees in this program are:

- Annual Conference Planning Committee
- Recognition Committee
- Membership Committee
- Professional Development Committee
- Practice Management Committee
- Publications & Resources Committee
- Public Policy Committee
- Patient Outreach & Education Committee
- Research Strategy & Oversight Committee

On a quarterly cadence, all ARO Ambassadors will meet to discuss successes and/or challenges that they are experiencing with their main committee work. The goal of this group is to ensure that there is organizational and peer-driven support, if needed.

This group is not expected to have annual goals and/or execute independent projects.

## Composition of the ARO Ambassadors

The ARO Ambassadors group will be comprised of members of the aforementioned committees.

## ARO Ambassador Terms and Responsibilities

ARO Ambassador Terms and Responsibilities will largely follow those of their main committee. Additional responsibilities will include attending quarterly meetings of the ARO Ambassadors group to discuss successes and challenges.

## Staff Contact Support

HOPA's Policy Manual outlines specific policies governing the roles and responsibilities of a staff contact. In general, the staff contact is responsible for sharing requests and communications on behalf of the organization, and able to respond to questions that arise from the group. They will provide access to an established method within HOPA's system(s) to foster group messaging, collaboration, shared documents, meetings, etc. that can be run independently by the volunteers. They will help to share proposals from the group with the organization, and disseminate requests from the Board or other groups to the Advisory Group for review.

- **Current staff contact:** Morgan Kaufmann, Director of Membership