

## **PTA CAUCUS REPRESENTATIVE**

### **Job Summary:**

Each Chapter has a PTA representative to form the APTA PTA Caucus. As a member of the caucus you will attend the Annual meeting that occurs prior to House of Delegates as well as the Candidate Interviews and House of Delegates.

### **Term:**

3 year term

### **Reports to:**

The Caucus Delegates and Chapter's Chief Delegate

### **Voting member:**

Non-voting member of BOD and House of Delegates

### **Responsibilities:**

- Propose Chapter business items to PTA Caucus Delegation
- Participate in scheduled conference calls
- Engage in committees, task forces, and work groups set in place by the Caucus Delegates and/or Chapter Chief Delegate, as well as contribute in other duties that may be requested by the PTA Caucus Delegation.
- Partake in all chapter delegation functions throughout the year.
- Communicate with Chapter Delegation concerning issues raised in meetings including the PTA Focused Interest Network and regional caucuses.
- Attend PTA Town Hall Meeting at Combined Sections Meeting, if possible.
- Support chapter and section Physical Therapist Assistant Focused Interest Networks.
- Report business and actions of the PTA Caucus to components, Chapter Delegate, and PTA members.
- Participate in succession planning, including mentoring of other PTAs to serve in leadership roles within the Caucus.
- Report any changes in PTA chapter leadership to APTA staff

### **Qualifications:**

Member in good standing of APTA and PTAG for at least 2 years following graduation of an accredited PTA education program.

### **Commitments: Time and Financial**

Participating in monthly Caucus conference calls leading up to the annual House of Delegates.

Participating in Georgia Delegates meeting leading up to the annual House of Delegates.

Financial support is available with traveling to annual meetings.

**Alternate PTA Caucus Representative**

- Communicate and engage with the PTA Caucus Representative about upcoming conference calls and meetings within the Caucus and/or Chapter Delegation to participate in, so in a case that the Caucus Representative is unable to fulfill their duties they will be able to assume the role of the PTA Caucus Representative.