

# Subject Matter Expert Advisory Workgroups

## Expectations and Benefits of Group Members

### Introduction

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NACCHO's Subject Matter Expert Advisory Workgroups (Workgroups) comprise members with expertise in local public health practice. Workgroup members:

- Play an integral part in ensuring NACCHO's policy and advocacy is grounded in the latest science and the day-to-day experience of local health departments;
- Connect with peers and other subject matter experts in the field;
- Gain exposure to innovative programmatic work at NACCHO and in other local health departments across the country; and
- Help craft policy statements, shape strategic messaging on key subject matter areas, review tools and Model Practices, and share perspectives on how local health departments are addressing key public health issues.

Most workgroups meet monthly via conference call and, pending availability of funding, may meet in person annually. Workgroup members may spend anywhere from 1-2 hours per month to 1-2 hours per week on tasks related to workgroup deliverables.

### Responsibilities and Expectations

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Responsibilities and expectations of workgroup members may include but are not limited to:

#### Advising on Public Health Issues

- Provide local expertise to guide NACCHO projects, programs, and policies.
- Share perspectives on local public health trends, issues, and concerns.
- Serve as NACCHO representatives to external advisory groups and task forces, as opportunities arise.
- Provide local feedback/input on national policies and programs. In some cases, the advisory group may be asked to develop resources and tools to guide local public health practice.
- Provide a voice for NACCHO (presentations, testimony).

## Engaging in Policy Development and Public Health Advocacy

- Propose policy statements for the NACCHO Board of Directors.
- Write, provide resources for, edit, and review policy statements.
- Be aware of and engage in advocacy efforts, as appropriate.

## Supporting NACCHO Initiatives

- Judge Model Practice applications.
- Participate in NACCHO's strategic plan development and review or provide input to the workgroup chair to share with NACCHO leadership.
- Assist with relationship building and program deliverables.

## Assisting with General Group Operations Responsibilities

- Prepare for and participate in the majority of group meetings.
- Respond to requests from NACCHO staff members.
- Respond to requests for feedback from the workgroup chair and/or NACCHO staff lead in a timely manner or by the specified deadline.
- Fulfill specific tasks as outlined in the group's workplan (e.g., proposing annual conference sessions, writing articles, reviewing publications, reviewing demonstration site applications).

# Benefits of Serving on NACCHO's Subject Matter Expert Advisory Workgroups

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1. **Influence the Strategic Direction of Your Association:** In doing so, workgroup members can have a positive impact on local health departments and public health practice.
2. **Be the Voice of the Local Experience:** Workgroup members ensure that NACCHO's programs, tools, resources, policies, and advocacy are field-informed and reflective of the experience on the ground.
3. **Serve as a Representative of NACCHO:** Workgroup members may have the opportunity to speak on behalf of NACCHO at meetings, with the media, and with federal policymakers.
4. **Set and Influence Public Health Policy:** Workgroup members are able to review NACCHO's policy statements that make recommendations to policymakers at all levels of government, national organizations, and local health department leaders.
5. **Increase Knowledge of Issues of the Day:** Workgroup members are informed of and strategize around pressing legislative, regulatory, and public health practice issues impacting local health departments.
6. **Grow Your Network:** Workgroup members have the opportunity to work closely with other passionate and talented local health department staff members from across the country on issues of importance to NACCHO as an organization and local public health.
7. **Build Your Skill Set:** Workgroup members hone the skills they currently possess and learn new skills through meaningful interactions with NACCHO staff and other workgroup members.