



## Arizona Fire Chiefs Association

### AFCA

Serve • Develop • Lead

### **AFCA Regional Representative Responsibilities.**

**Position Title:** Arizona Fire Chiefs Association (AFCA) Regional Representative

**Position Description:** This position is appointed by the President of the AFCA and is a critical component of outreach for AFCA. Regional Representatives are brand ambassadors, working with fire service providers, regional and local agencies to spread the word about AFCA's mission to support and leverage a broad network of providers and partners in expanding and promoting the power of the Arizona Fire Service. Through building relationships with Fire and EMS providers and various stakeholder groups/agencies, Regional Representatives serve as a critical conduit from the field to AFCA Leadership Group, and from AFCA to the field. Regional Representatives serve as leaders within AFCA and help develop leaders around them.

#### **Key Responsibilities:**

- Serve as AFCA's "eyes on the ground". Regional Representatives listen to the needs and concerns of Fire Chiefs and fire service providers and other stakeholder groups, to relay information, ideas, and feedback to AFCA so it may better serve the needs of the field.
- Support the advancement of AFCA's outreach program through Fire and EMS agency recruitment and support, as well as promotion of the program to various stakeholder groups.
- Serve as a brand ambassador for AFCA via personal meetings, social media, email lists, websites, and other forms of communication, promoting all aspects of AFCA services to the field including AFCA goals, membership, public policy, the annual conference, webinars, etc.
- Support State and Local fire service providers within your Region through participation in meetings, presentations about AFCA and its mission at meetings, and other activities as identified when funding is available. Be an active member of the AFCA
- Receive, revise, and maintain a list of relevant organizations/contacts within their regions who support AFCA's mission. These could include other public safety associations, health care agencies, preparedness resource & referral agencies, local emergency response associations or volunteer groups, etc.
- Maintain a basic level of knowledge about the AFCA initiatives within the state and communicate with your regions.
- Attend monthly regularly scheduled AFCA Regional Representative Committee Meetings by teleconference or webinar.
- Promote the design and facilitation of AFCA endorsed conferences or forums when possible in your region annually.
- When funding is available, attend annual state conference as the Regional Representative and promote AFCA by presenting at sessions, participating in leadership with state association members, and networking with participants.