

CRCPD Working Group Fact Sheet

**H-54 Liaison – American Society for Radiation
Oncology (ASTRO)**

May 2017

Liaison: Vacant*

Email:

Liaison – 5 year initial appointment

Members		Advisors	
		Linda Finn (Affiliate-MA) 02/16	
Resource Individuals			
ASTRO	Cindy Tomlinson		

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Charges:

General Purposes: [G5-O1, O2, O3]

1. To provide two-way communication between CRCPD and ASTRO. The liaison serves as a channel for communicating concerns and interests shared by the two organizations. The liaison keeps CRCPD members informed of the activities, programs and operations of ASTRO to which he/she is liaison.
2. To keep members of ASTRO informed of the activities, programs, and operations of CRCPD where appropriate, to make valuable contributions to ASTRO, become oriented in the ASTRO's activities, and to make contacts outside CRCPD.
3. To give CRCPD members the chance to participate and gain experience in program planning outside CRCPD by way of co-sponsorships of programs with ASTRO.

General Responsibilities [G5 - O1, O2, O3]

In carrying out these responsibilities the appointed liaison person may, and should, involve as many other persons within the CRCPD community as he/she deems appropriate. It is not intended that the liaison do all the work his/herself.

1. To monitor the publications of the ASTRO.
2. To join as a member of the ASTRO (if qualified).
3. To attend meetings of the ASTRO as an ambassador for the CRCPD. (Nametag, letterhead, and/or business cards should reflect CRCPD and not their state.)
4. To publicize information concerning the ASTRO.
5. To submit written biannual reports to the Council Chairperson as noted in the "Important Dates to Remember," and at other times upon request.
6. To maintain contact with CRCPD officers and members and stay abreast of CRCPD activities so that a proper perspective of CRCPD concerns can be made known to the ASTRO. To this end, liaisons are encouraged to attend CRCPD Annual Meetings.
7. Examples of responsibilities include, but are not limited to: writing news articles, letters, and e-mail; providing written and/or verbal guidance as needed; serving on ASTRO's committees, working groups, and panels, if possible; and coordinating activities through appropriate CRCPD contact people.
8. Liaisons can also play an active role by recruiting capable and interested colleagues for membership in CRCPD.

Note: Refer to Operations Handbook for Role of CRCPD Liaisons for additional information.

Specific Responsibilities

To be developed by the council chairperson in coordination with the ASTRO liaison.

Note: When a Letter/Number combination appears in brackets after a charge, it denotes how the charge links to CRCPD's Goals and Objectives, as listed in [CRCPD's Strategic Plan](#).

If interested in serving on this working group, contact the Council Chairperson at jennifer.elee@la.gov