

California Association for Behavior Analysis

Northern and Southern California Liaisons **Position Description**

Term: Two years (July 1, 2010 – June 30, 2012)

Estimated Time Commitment: approximately 5 hours per month

General Overview:

According to the CalABA Bylaws, the Northern and Southern California Liaisons “assist in providing information to members residing in northern and southern California regarding the activities of CalABA and the Board of Directors, and to provide the Board of Directors information regarding the professional needs/interests of the members in northern and southern California.” There are two northern California liaisons and two southern California liaisons. Each of the liaisons is responsible for a specific geographic region in California.

Specific Responsibilities:

1. Provide ongoing outreach to current CalABA members by contacting members (via email, personal contact or other media) in assigned geographic region.
2. Provide ongoing outreach to potential CalABA members by contacting individuals and groups (via email, personal contact or other media) in related professional fields (e.g., speech therapy, school psychology) in assigned geographic region and in coordination with other liaisons.
3. Assist in marketing the annual CalABA Conference by disseminating information to CalABA members and other potential conference attendees.
4. Write and present a summary of Liaison activities for the quarterly CalABA Board of Directors meetings.