

Roles and Responsibilities of a Parent Ambassador
Washington State Head Start Association of Head Start and ECEAP

Parent Ambassadors 2012 Agreement

The role of the Parent Ambassador is to advocate at the local level for programs and events that affect ECEAP and Head Start children, their families, and the broader local and statewide communities. As a Parent Ambassador, I will work on statewide activities set out by the Washington State Association of Head Start and ECEAP (WSA), as well as additional goals that are of personal interest and local significance. I agree to represent WSA, HS & ECEAP while in my role as a Parent Ambassador and I understand that courtesy, respect and collaboration are essential at all times. I further agree to:

General Responsibilities

- Encourage advocacy in my Head Start/ECEAP program and local community
- Collaborate with other Parent Ambassadors and parent leaders in the Head Start, ECEAP, and Early Learning Community
- Review resources sent by WSA and/or the WSA Parent Ambassador Program Coordinator and distribute these resources to my program & community
- Submit paperwork and/or data entry in a timely fashion and maintain regular contact with the Parent Ambassador Coordinators and mentors
- Act as a professional when participating and/or traveling as a Parent Ambassador

Participation

- Join Parent Ambassador conference calls
- Attend all Parent Ambassador trainings
- Monitor and track all Parent Ambassador goals and tasks, document them on Action Plan forms or through data entry, and provide supporting materials
- Alert the Parent Ambassador Coordinator and Program Manager to any changes or concerns relating to the PA position

Voter Education / Advocacy

- Become knowledgeable in government and how it works
- Know who my legislators are at the state and national level
- Provide information and resources on voter education to Head Start / ECEAP parents and the local community
- Provide (3) three community trainings (min.)
- Participate in, and/or organize GOTV and advocacy activities
- Help establish a state parent data base and call list (min. 100 contacts)

Head Start and ECEAP

- Learn the history of Head Start and ECEAP
- Develop and tell my Head Start or ECEAP story

Signed and Dated: _____