ASCP – COUNCIL OF LABORATORY PROFESSIONALS
LOCAL REPRESENTATIVE DUTIES

Overview
The ASCP Council of Laboratory Professionals and its network of Local Representatives are the voice of membership. This mandates that they be actively involved in representing the ASCP and relaying its activities and accomplishments to the grassroots members. Local Representatives are to bring issues and concerns from the membership to the council.

Primary Functions
1. Serve as an ASCP representative in your local area.
2. Promote ASCP membership and the laboratory profession.
3. Communicate effectively between ASCP, the laboratory community, and the public.

Roles and Responsibilities
1. Serve as a communications link between the ASCP Council of Laboratory Professionals and Members, thereby serving as a contact or resource person for ASCP at the local level.
2. Participate in ASCP activities through direct involvement, or by identifying and recruiting other qualified/interested laboratory personnel for ASCP projects.
3. Serve as a mentor to laboratory professionals, other Local Representatives, students and those interested in the profession.
4. Seek and/or support collaboration with other professional organizations.
5. Recommend and/or nominate Members for awards, appointments, and offices.
6. Promote National Laboratory Medical Professionals Week within you institution and community.
7. Provide 1-2 written reports annually.

Qualifications
1. ASCP Member in good standing.
2. Access to email and internet.
3. Commitment of four hours or more each month.

Term
The term of office for each Local Representative is three (3) years. A Local Representative may serve an unlimited number of terms and is appointed by the Council of Laboratory Professionals Chair. Recommendations for Local Representatives are made by Members and others who have knowledge of qualified candidates.

Evaluation
After three (3) years a Council member will evaluate Local Representative participation in activities and recommend reappointment to the Council Chair.