***SOP:*** *Technician Branch Representative (TBR)*

1. **Title:** Technician Branch Representative (TBR)
2. **Term of Office:**  A Mile High Branch (MHB) AALAS member will volunteer/be appointed by the President-Elect and will serve a term of at least one year beginning on January 1st and ending on December 31st. The TBR may be reappointed to serve consecutive terms. The TBR is not a voting member of the board. The TBR is required to be a national AALAS member and MHB AALAS member in good standing and with AALAS certification at the ALAT, LAT or LATG level.
3. **Role:** The individual as the TBR will provide MHB AALAS representation for National AALAS with responsibilities as follows:
	1. Participate in Committee for Technician Awareness and Development (CTAD) and TBR meetings at the National AALAS meetings (if unable to attend the National AALAS meeting, the TBR will appoint a representative with board approval to attend in their place).
	2. Included in the TBR’s responsibilities are:
		1. Sharing technicians’ activities, ideas, and suggestions.
		2. Assisting technicians in promoting biomedical research on a local basis.
		3. Providing technicians with professional opportunities and strategies.
		4. Encouraging technician participation in AALAS at a local and national level.
		5. Requesting technicians’ articles for AALAS publications.
		6. Assist MHB AALAS with reviewing and approving any educational materials and/or programs for technical education that is technician oriented.
		7. Inform MHB AALAS through institutional representatives, newsletters, and/or web page of continuing education opportunities and other information that may be important to technicians.
		8. Solicit notifications of recent certifications of MHB members within organizations for recognition at the MHB Annual Meeting.
4. **Use of Branch Funds:** N/A

**Approved by the Mile High Branch Board of Directors on 12/1/2021.**