

# **California Planning Group (CPG) Representative Job**

## **Description**

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The California Planning Group (CPG) is the statewide HIV planning body that enables key stakeholders, communities, and providers to engage in active and ongoing dialogue with the Office of AIDS (OA) to reach the goals of the National HIV/AIDS Strategy and the statewide Integrated Plan. The main functions of this group are to work collaboratively with OA to develop a comprehensive HIV/AIDS surveillance, prevention, care, and treatment plan; to monitor the implementation of this plan; and to provide timely advice on emergent issues identified by OA and/or other key stakeholder parties. CPG is committed to working openly in a group to make decisions and is guided by the principles of equity, fairness, and respectful engagement.

### **The Position**

The CPG Representation will be provided by a representative and possible alternate representative(s). The CPG Representative will facilitate information sharing and collaboration between the HCPC and the CPG and State Office of AIDS. CPG Representatives are elected for a renewable 5-year term.

### **Qualifications**

1. Active member of the Planning Council in good standing. If possible, representation will strive to include a PLWH consumer of services.
2. Understand and have an interest in the CPG Representative's roles and responsibilities.
3. Able to interact effectively with associated stakeholders.
4. Demonstrates sensitivity to the needs and requirements of the communities that are affected by the HIV/AIDS epidemic in San Francisco county.
5. Demonstrates ability to listen, hear and represent diverse points of view.

### **Responsibilities**

1. The CPG Representative will represent the HCPC at all meetings of the CPG and may participate in the CPG's various [subcommittees](#), work groups and events in addition to their regular Council member attendance requirements.
2. The CPG Representative will advocate for relevant funding, public policies and other associated issues.
3. [The CPG Representative will provide updates about the HCPC and their communities at CPG meetings.](#)
- 3.4. The CPG Representative will regularly brief the Council with updates from CPG meetings and will inform the Council of relevant issues in a timely manner.

4.5. The primary CPG Representative will keep alternate representatives up to date on all CPG related activities.

5.6. Other duties and activities as required.