

Charges for the Legislative Director, 2025-2026

1. Shall work with the NADE President in preparing testimony, reports, and correspondence for Congressional committees, NADE publications, SSA, GAO, and related organizations.
2. Shall be available to appear with or for the President before any Congressional hearing or governmental session dealing with the concerns of NADE.
3. Shall maintain communications with the US Congress, SSA, and other groups involving disability actions. This includes requesting that NADE be placed on the mailing and/or e-mail lists of all committees handling disability related issues.
4. Shall monitor the status of pending legislation and assess trends which would potentially impact on the disability program.
5. Shall solicit input from chapter members and recommend that they contact their state's Congressional delegation when necessary.
6. Shall keep the President apprised of studies of research papers prepared by GAO, the Social Security Advisory Board or other disability related entities pertaining to the disability program.
7. Shall work with the NADE President to schedule meetings with Members of Congress and their staff on an as needed basis but at least once per year to ensure NADE is able to effectively communicate the issues and concerns of the Association and its members.
8. Shall report to the mid-year Board meeting and the annual General Membership meeting, summarizing in a 1-page executive summary highlights for reading at the General Membership meeting.
9. Shall inform committee members of the committee duties and keep them informed of progress in fulfilling those duties.
10. Shall mentor their successor in this role.
11. Shall send copies of all correspondence to the NADE President and President-elect.
12. When the term of office ends, shall image all appropriate records, and submit those records that have not previously been submitted to the NADE Secretary.