



# MONTANA CANCER CONTROL COALITION

*Working together...*

## MTCCC Member Roles and Responsibilities

The MTCCC is made up of individual volunteers around the state, all working toward the common goal of reducing the burden of cancer in Montana. As a member of the MTCCC you will have many opportunities to share your passion and expertise in controlling cancer in Montana. In order to achieve the many goals the MTCCC sets forward every year, volunteers are expected to be actively involved within an interest area.

The following is a brief overview of the general volunteer roles and responsibilities within the coalition. All members who are not designated as a Chair/Manager of a team are considered to be a general member. Individuals may be members on one or several teams, however all members are expected to participate in all teams with which have signed up for.

### Roles and Responsibilities

- Attend monthly phone meetings, and communicate with the team leader if you are unable to attend
- Help implement at least one area of the CCC Plan, outside of monthly meetings
- Attend bi-annual MTCCC Statewide meetings
- Communicate up-to-date contact information with MTCCC staff
- Submit quarterly cancer control tracking activities form and quarterly in-kind form to MTCCC staff

I, \_\_\_\_\_, agree to actively participate within the \_\_\_\_\_ Team for the 2011-2012 year.

By signing this, I agree to the roles and responsibilities outlined above and to participate in tasks that contribute toward the implementation of the CCC Plan priority objective.

\_\_\_\_\_  
Name & Credentials

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Phone number

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Title/Position

**I am unable to work on a priority objective group at this time but would like to remain informed via email about MTCCC activities.**

*(please check box if applicable)*

Please send to MTCCC Outreach Coordinator  
PO Box 202951  
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[cancerinfo@mt.gov](mailto:cancerinfo@mt.gov)