



Executive Director

Position Profile

Introduction for Ohio Pharmacists Association

Founded in 1879, the Ohio Pharmacists Association (OPA) unites those in the profession of pharmacy and encourages interprofessional relations while promoting public health through education, discussion, and legislation.

With nearly 2,500 active members, OPA provides invaluable benefits to members and advances the pharmacy profession in the state and across the country. Specific membership benefits include ongoing presence in the Ohio legislature through the efforts of lobbyists who monitor and initiate legislation; protection and representation of pharmacists' interests with the State Board of Pharmacy, Bureau of Workers Compensation, Ohio Department of Insurance, Ohio



Department of Medicaid, and other regulatory agencies; and advocacy to update the Pharmacy Practice Act to allow pharmacists to expand their scope of practice. The association's educational arm, the Ohio Pharmacists Foundation, provides ACPE-approved continuing education programs.

Ohio Pharmacists Association is a leading advocate for the pharmacy community in Ohio and among the leading voices nationally in the effort to support pharmacists' ability to improve public health in our communities. Recent successes include advocacy to gain provider status for pharmacists in Ohio, removing barriers that previously prevented health plans, hospitals, and healthcare teams from utilizing the expertise of the pharmacist. Additional recent successes include supporting the rollout of COVID-19 vaccination, providing crucial support to the pharmacy community during the pandemic, and remaining a top industry provider of continuing education.

The Opportunity

The Ohio Pharmacists Association seeks an experienced pharmacy professional to succeed a longtime, visionary leader. The incoming Executive Director will be a thought partner to a diverse Board of Trustees who come together in their service and in their commitment to positively shape the direction of the pharmacy profession in Ohio and beyond. As such, they must bring firsthand experience in contemporary pharmacy settings and an interest in remaining at the leading edge of developments in the field.

The incoming Executive Director will be an effective and persuasive communicator, with an eye toward collaboration and innovation. The incoming Executive Director will maintain an understanding of and commitment to uplifting the interests of the membership, comprised of a diverse group of pharmacy professionals and students across Ohio. They will have or develop extensive contacts within the Ohio pharmacy community that they will leverage to best serve the Association and its membership. They will be invested in expanding pharmacists' scope of practice and support legislation that advances the profession in Ohio.



Reporting to the Board of Trustees, the Executive Director serves as the staff liaison for all standing committees including Finance and Planning, Legal and Regulatory, Member Services and Development, Pharmacy Economics, Public and Professional Relations, Resolutions and Bylaws, Practice Advancement and Innovation, and New Practitioner Experience (NPX). As the leader of the association's educational arm, the Ohio Pharmacists Foundation, the Executive Director will play an instrumental role in the continuing education of professionals across the state.

Leading a staff of 12, the Executive Director will be responsible for the operation and financial health of OPA. They will bring effective management skills to create cohesion within the OPA staff to best support the membership and the pharmacy community across the state. Annual activities of this committed team include the following: the production of an annual conference and trade show, a mid-year meeting with extensive continuing education offerings, publication of regular news updates and monthly journals, and advocacy activity, including the championing of legislation that furthers the organization's mission.



Ohio Pharmacists Association has been nationally recognized in recent years as a leading voice in the pharmacy community. The incoming Executive Director has an opportunity to build on this momentum and national profile to deepen the organization's impact and continue to expand the opportunities of pharmacists in Ohio to positively impact public health.

Key Position Functions

Vision and Strategy

- Develop and articulate a vision and strategy for Ohio Pharmacists Association's future and mission. Develop, in collaboration with the Board of Trustees and with input from membership, staff, and other key constituents, strategic and operating plans that meet the association's mission.
- Ensure all plans and activities align with the overall strategy approved by the Board of Trustees and use the lens of diversity, equity, inclusion, and access.

Leadership and Governance

- Guide and support the efforts of the Board of Trustees and association committees. Serve as the driving force to ensure excellence, and where applicable, strategic growth, in primary deliverable areas: advocacy, communications, continuing education and foundation activities, meetings/events, member services, and fundraising.
- Nurture a high-performing Board of Trustees and association committees through strong governance standards and practices. Ensure compliance with all OPA guidelines, code of regulations/bylaws, and board policies. Coordinate logistics and agendas for board and

committee meetings; assist and support the board chair and committee leaders in conducting the meetings. Plan and conduct the annual meeting.

- Hire, manage, and motivate a results-driven staff and provide leadership to the team. Encourage innovation and creativity and lead by example. Ensure a strong culture of accountability, transparency, and open communication. Support work-life balance and provide for staff professional development, growth, and recognition.
- Ensure compliance with federal and state laws and regulations in all areas of operation, including human resources, organizational governance, and office facilities.
- Serve as Secretary for OPA's PAC.
- Oversee and manage day-to-day activities of the association and all property, including the physical headquarters in Central Ohio.
- Participate in and nurture strong relationships with state and national organizations including ASAE, OSAE, APhA, NCPA, NASPA, NACDS, and ASHP.

Finance and Revenue Generation

- Oversee the financial health of the association. By working with the Treasurer and the Finance Committee, ensure financial security through annual forecasting, budgeting, and monitoring.
- Develop and oversee implementation of fundraising strategies that meet revenue goals and support long-term financial sustainability for the association.
- Cultivate and steward funding partners to develop long-term institutional relationships.
- Oversee management of contracts for hotels, conference centers, caterers, and all other vendor needs.

Membership Services

- Evaluate existing practices and create processes and tactics for new member acquisition and retention of existing members.
- Cultivate and maintain strong professional relationships with and individualized support for members.
- Establish membership goals and work to deliver practices and tactics that best meet member needs, deliver value, and provide exceptional customer service.
- Proactively manage activities related to planning and executing educational conferences, symposia, workshops, webinars, and other events as determined.

Advocacy and Government Relations

- Understand the importance of alliances and partnerships. Maintain a high level of visibility and engagement with local, state, and federal legislators to facilitate funding, legislation, recognition, and support for Ohio pharmacists.
- Develop and maintain relationships with Ohio State Board of Pharmacy, Bureau of Worker's Compensation, Ohio Medicaid, the Ohio Governor's office, other healthcare associations, and insurers.

Communication and Technology

- Provide oversight and guidance to ensure effective dissemination of marketing information through all media. Work toward established goals for all print and online documents and messaging, including the website.



- Provide guidance and quality assurance for the development, production, and publication of all association documents and related electronic media.
- Serve as a spokesperson and subject-matter expert on behalf of the association with media, healthcare associations, peer organizations, legislators, and the general public.

Qualifications

Competencies and Attributes for Success in the Position:

- Drives vision and purpose
- Strategic mindset
- Communicates effectively
- Political savvy
- Business insight
- Financial acumen
- Builds effective teams
- Drives engagement
- Balances stakeholders
- Builds networks and collaboration
- Cultivates innovation
- Tech savvy

Required Qualifications:

- Bachelor's degree; Pharm.D. preferred
- Financial management and budgeting experience
- Firsthand professional experience in a pharmacy setting
- Visible presence in the current OPA/OPF Office located in Columbus, Ohio
- Flexibility to work weekends and evenings in support of association and member events as needed
- Ability to travel throughout the state and attend several national meetings annually. This varies and may be extensive based on association and member needs
- Willingness to represent OPA in the state legislature and advocate for policies that support the interests of the membership

Desired Qualifications:

- Nonprofit management and volunteer leadership experience
- Staff or volunteer experience in membership organizations
- Strategic planning and implementation
- Fundraising experience

Application Process

Benefactor Group is pleased to be assisting Ohio Pharmacists Association with this executive search. Applications will be reviewed as they are received. All applications are considered highly confidential. To be considered for this position, please send a cover letter and resume to:

Benefactor Group Recruitment Team

HR@benefactorgroup.com

<http://www.benefactorgroup.com>

To learn more about Ohio Pharmacists Association, please visit <https://www.ohiopharmacists.org/>