

Student Pennsylvania Pharmacists Association (SPPA)

Ambassadors and their Terms and Duties

The Ambassadors of the SPPA shall be a Membership, Communications, and Government Relations Ambassador who shall be selected from the school chapters in the spring of each year and shall serve in that capacity for one year, from July 1 through June 30. All Ambassadors are to be current active student members of PPA.

The Membership Ambassador shall be responsible for:

1. Promoting PPA student membership and recruitment and retention efforts at their school.
2. Assisting the Student Director with handling membership dues.
3. Providing an update to PPA Staff (Executive Fellow or current Staff Liaison) for *the Student Voice* about chapter events.
4. Promoting competitions.
5. Completing the Membership Award application in collaboration with Chapter Director, Alternate Director and approval of the Faculty Liaison.
6. Performing other appropriate membership oriented functions related to the success of SPPA.

PPA's Director of Membership & Engagement and Executive Fellow (as the staff liaison to the SAB) will be the main staff contacts and they will hold one conference call with the Membership Ambassadors in August or early September of each year to make sure membership efforts are clear, ready and undertaken. One additional call or more will be held throughout the year to make sure efforts are on track for all of the above responsibilities. The initial call date and time will be established via a Doodle Poll.

The Communications Ambassador shall be responsible for:

1. Promoting communication between PPA and the student organization.
2. Assisting Executive Fellow (as the staff liaison to the SAB) with articles and information for *The Student Voice*.
3. Promoting attendance to Annual Conference and Regional Meetings.
3. Assisting Directors, Alternates and PPA staff to plan the student program track held in conjunction with PPA conferences.
4. Completing the Communications Award application in collaboration with Chapter Director, Alternate Director and approval of the Faculty Liaison.
5. Perform other appropriate communications functions related to the success of SPPA.

6. Assisting PPA Staff (Executive Fellow and/or Communications Manager) with student content for PPA's social media postings.

PPA's Communications Manager and Executive Fellow (as the staff liaison to the SAB) will be the main staff contacts and they will hold one conference call with the Communications Ambassadors in August or early September of each year to make sure the communications responsibilities are clear, ready, and being undertaken. One additional call or more will be held throughout the year to make sure efforts are on track for all of the above responsibilities. The initial call date and time will be established via a Doodle Poll.

The Government Relations Ambassador shall be responsible for:

1. Assisting Executive Fellow with student attendance and meetings for Legislative Day to ensure students properly register.
2. Promoting PAC awareness and the 1878 Society.
3. Promoting and informing chapter about GRASP program.
4. Leading Pennsylvania advocacy efforts at their school.
5. Completing the Government Relations Award application in collaboration with Chapter Director, Alternate Director and approval of the Faculty Liaison.
6. Perform other appropriate functions related to the success of SPPA.

PPA's Executive Fellow (as the staff liaison to the SAB) will be the main staff coordinator and he/she will hold one conference call with the Government Relations Ambassadors in August or early September of each year to make sure the legislative and advocacy responsibilities are clear, ready, and being undertaken. Additionally, a call will held in early February for planning Legislative Day. Additional call(s) will be held throughout the year to make sure efforts are on track for all of the above responsibilities and/or if a legislative issue warrants a call. The initial call date and time will be established via a Doodle Poll. Otherwise, the Executive Fellow will communicate with GRAs through electronic means. GRAs are encouraged to work with the Student Advisory Board and others on activities.

Expenses

Please note that at this time, PPA does not pay for reimbursement for travel expenses to the PPA Conferences.

No student may serve as an ambassador in the same area for more than one year.