



## Foundation Board Member Responsibilities

### All Trustees

- Contribute to the development and implementation of the CSHP Foundation strategic plan.
- Oversee and monitor the Foundation's annual budget.
- Help to ensure the Foundation's programs are adequately funded through fund-raising strategies targeted at individual CSHP members, CSHP branches, the pharmaceutical industry and other hospital pharmacy-related healthcare companies.
- Oversee the research and education grant programs and the Pharmacy Leadership Academy Scholarship offering.
- Oversee and support the CSHP Foundation Education Grant Committee.
- Review, discuss and vote on the grant and scholarship award recommendations of the CSHP Research Committee and the CSHP Foundation Education Grant Committee.
- Ensure compliance by grant recipients with the terms of their grant agreements.
- Promote the work of the Foundation to CSHP members and the pharmaceutical industry.
- Provide direction on the ongoing development and use of Foundation's website to advertise and promote the work of the CSHP Foundation.
- Attend monthly one-hour Board teleconference meetings and one face-to-face half-day meeting (at PPC, in Toronto).
- Time commitment: Trustees, 2-3 hours per month; Chairs, 4-5 hours per week.

In addition to the above, the following responsibilities apply to each category of Trustee.

### Pharmacist Trustees

- Provide professional expertise and guidance, with a focus on pharmacist research and education grant programs.
- Encourage relationships with pharmaceutical industry partners to support fundraising initiatives of the CSHP Foundation.
- Lead the Board as Chair for one year during the six-year term.
- Act as a Foundation Liaison with one or more CSHP Branches and/or the Education Grant Committee and Research Committee.

### Industry Trustees

- Provide expertise and guidance to the Board on building and maintaining mutually beneficial relationships with the pharmaceutical companies.

### Public Member Trustees

- Provide expertise and guidance to the Board on promoting the Foundation's activity to CSHP members and the pharmaceutical industry.