



Board of Directors – Position Overview

At the Oregon Medical Education Foundation (OMEF), we are passionate about our mission: advancing medical science through education by supporting current MD, DO & PA students with scholarships, mentorship and professional development opportunities that offset the financial burden of their advanced degrees and help them manage challenges like burnout, food insecurity and other stressors.

Over the past two years, our agility has been an advantage as it has allowed us to expand our programs and foster connections with partners that can inspire young people to consider a career in healthcare.

OMEF is an independent public charity that was founded in 1961 by the Oregon Medical Association (OMA). Our flagship programs are:

- **Investing in future healthcare leaders:** Through the Future of Medicine Scholarship Fund and Leadership Scholarship, medical and physician assistant students can receive support to help relieve financial hardships associated with their post-undergraduate education plus improved access to technology for online learning, mental health programs, mentorships, professional development and more.
- **Creating healthier communities:** Through our Community Grant program, we are proud to collaborate with organizations who demonstrate a commitment to advancing cultural competence in medicine, tackle challenges facing underserved communities and drive innovation in medical science.
- **Mentorship:** Having a mentor can be a game-changer for a student, and the benefits go both ways. Sadly, 2/3 of students never find one, with many students of color having an even hard time. OMEF is looking to change that by establishing a statewide matching program designed to bring this incredible partnership – and the benefits that go both ways – to the fore.

Our three-year vision includes reducing and eliminating barriers for prospective students seeking to enter the healthcare profession, especially those from disadvantaged, underserved and/or underrepresented in medicine (URM) backgrounds.

Board Member Role & Responsibilities

The OMEF is managed by a Board of Directors (BOD). The BOD employs an Executive Director (ED) who is responsible for implementing the mission, vision, fundraising and operations of the OMEF.

Our Board values our long-standing partnership with the Oregon Medical Association (OMA) and shares the OMA vision of an Oregon that is the healthiest state and the best place to practice medicine. Like the OMA, the OMEF values community, professionalism, leadership and inclusivity.

Each OMEF Board Member brings their unique talents to further our philanthropic agenda and understands that it is only by working together that we can achieve our goals. Members will:

- Be an active contributor including attending at least two of the three regular meetings plus the annual retreat and scholarship awards event



- Consider OMEF in their top three charities of choice and make a meaningful personal contribution
- Promote OMEF in daily activities and serve as a goodwill ambassador
- Engage their network to generate financial support for the OMEF by identifying prospective donors and corporate sponsors then collaborating with OMEF staff to build the relationship
- Support ongoing efforts to identify, cultivate and recruit prospective Members
- Understand and fully support the mission, policies and positions of the OMEF

Skills & Experience

An ideal Board Member would possess the following:

- Fundraising experience, especially helping major donors achieve their philanthropic goals
- Strong connection to, or belief in, the OMEF mission and the ability to communicate that vision in a way that inspires others to become involved
- Willingness to collaborate with others to achieve shared goals
- Drive to exceed revenue goals that will result in a fully funded Endowment, thus ensuring OMEF programs are funded in perpetuity
- Dynamic business, community or healthcare leader who has a strong network and a willingness to introduce their network to the OMEF mission
- History of successful fundraising for other nonprofit organizations
- Demonstrated leadership skills and competencies
- Previous Board experience and creating/managing Scholarship program desired

Onboarding

Election to the OMEF Board is both an honor and a responsibility and requires a demonstrated commitment to our mission. The Board consists of three classes of volunteer Directors, nearly equal in number, for three-year terms starting 1 October of the year elected. The term of each class is staggered so that one class is elected each year by the members of the two remaining classes. A Director is eligible for election to one additional consecutive three-year term, then must rotate off for one year before rejoining. The current maximum Board size is 17.

Any Director may also be elected to serve in an **Executive Committee** role - President, Secretary and Treasurer, which is a one-year appointment. Members of the Executive Committee may be re-elected to serve multiple consecutive appointments during their term.

All Board members are encouraged to join a Taskforce, of which there are currently two:

- **Philanthropy** – drives fundraising strategy, mission connections and community relationships
- **Board Development** – leads recruitment, engagement and recognition efforts
- **Scholarship** – oversees all aspects of the Future of Medicine Leadership Award



Time commitment

Approximately 2-3 hours per month, including time spent networking and sharing the OMEF opportunity. The number of hours can vary throughout the year depending on events, Board meetings & retreat, etc.

Regular Board meetings take place four times a year and the annual fundraising dinner is held in October.

Interested? Contact Carin Mateyko, Executive Director carin@theomef.org

Orientation

The OMEF will provide an Orientation which will include introduction to our mission, history of the OMEF, time with Board leadership and 1:1 goal setting with the ED.



Nominations Process

(Can take approximately 2-3 months)

1. Prospective Directors are nominated by a current OMEF Director or a member of the OMA Executive Committee. The vetting begins when the Nominator fills out a **Prospective Board Nomination form** and submits this to the Executive Director (ED), who then shares it with the Board President and Board Development Taskforce.
2. The ED reaches out to the prospective Board member who completes a **Candidate Biographical Information form**.
3. The prospective Director is **interviewed** by the ED and at least two members of the BDT (not including the nominator).
4. If all are in agreement that the Candidate would be an engaged and active Director, then a **reference check** is conducted by the BDT Chair.
5. Subject to satisfactory reference checks, the BDT makes a **recommendation to the full Board** at the next regular meeting for consideration.

Board Demographics and Culture

The OMEF Board has a welcoming, inclusive culture that values diverse perspectives and deeply appreciates the many contributions of current and former Directors. As we move our mission forward, each new class of Directors presents an opportunity to recruit more dynamic leaders from Oregon's business, community and healthcare sectors.

We strive to have our Board be reflective of the communities we touch, and every new class should build on the strengths of current Board members. Regardless of the source of the nomination, the OMEF Board seeks diverse perspectives, including but not limited to:

- Gender - including non-binary
 - Profession and specialty – MD, DO, PA
 - Age & stage in career – from student to retired
 - Geography – Across Oregon and beyond elsewhere who have a passion for our mission
 - Race and ethnicity – especially those who identify as being Underrepresented in Medicine (URM)
 - Industry – healthcare plus other related or ancillary industries such as accounting, law, benefits and insurance, medical supply, recruitment etc
 - Cognitive / Behavioral – skills, perspectives, leadership styles
 - Brand new practicing physicians – challenges in residency/med & PA school to ensure we are staying current with this.
 - o Future – increasing % of residents wish they didn't go into medicine; already burnt out. OMEF may be able to assist / separate from institution, confidential assistance (fill void)..
- * Julie to check AAMC for details.



- What else?