



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, wellness, 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 several 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 founded in 1961 by the Oregon Medical Association (OMA). Our flagship programs are:

- **Investing in future healthcare leaders:** Through our scholarships and grants, medical and physician associate 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, professional development, and the like.
- **Leadership:** Our goal is to help as many students as possible develop leadership skills. We hold space on every committee and board for students and fund attendance at medical conferences for students attending in a leadership capacity.
- **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 medicine.

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, skills and leadership styles, including but not limited to:

- Gender
- Profession and specialty: MD, DO, PA
- Age and stage in career: students, residents, attending physicians & PAs practicing fewer than five years, late-career clinicians, retired professionals
- Geography: across Oregon, especially outside of the Portland metro area
- Race and ethnicity: especially those who identify as being Underrepresented in Medicine (URM)
- Industry: related or ancillary industries such as accounting, law, benefits and insurance, medical supply, recruitment, etc.



Board Member Role & Responsibilities

The OMEF is managed by a volunteer 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, 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 by attending at least three of the four board meetings (February, May, September, December). All meetings except the February dinner have an option to attend virtually
- Attend or serve on the committee for at least two OMEF programs / events
- Consider OMEF in their top three charities of choice and make a meaningful personal contribution
- 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
- Through personal contributions and / or community engagement, work to generate \$5000 in contributions to OMEF annually
- Promote OMEF in daily activities and serve as a goodwill ambassador
- Support ongoing efforts to identify, cultivate and recruit prospective Board members
- Understand and fully support the mission, policies and positions of the OMEF

Skills & Experience

An ideal Board member would possess the following:

- 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 that requires a demonstrated commitment to our mission. The Board consists of three classes of Directors, nearly equal in number, for three-year terms starting January 1 of the year following election. The term of each class is staggered. A



Director is eligible for election to two additional consecutive three-year terms, 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 or 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 committee:

- **Outreach** – supports fundraising strategy, mission, connections, and community relationships
- **Board Development** – leads recruitment, engagement and recognition efforts
- **Programming** – develops student-focused supports: scholarships, grants, workshops, and retreats

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, committee assignments, etc.

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

Orientation

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 Executive Director.

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