



Board of Directors – Position Overview

At the Oregon Medical Education Foundation (OMEF), we are passionate about our mission: advancing medical science through education and funding critical programs that improve both the practice of medicine and the health of Oregonians.

During the pandemic, we have focused our efforts on meeting the most pressing needs of current MD, DO & PA students including feelings of burnout and isolation as well as food insecurity, affordable housing and other stressors.

We were founded in 1961 by the Oregon Medical Association (OMA) and have two main programs:

- **Investing in future healthcare leaders:** Through the Future of Medicine Scholarship Fund, 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 partner with organizations who demonstrate a commitment to advancing cultural competence in medicine, tackle challenges facing underserved communities and drive innovation in medical science.

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 a 501(c)3 charitable organization run by a Board of Directors (BOD). The BOD employs an Executive Director (ED) who is responsible for implementing the mission, vision and fundraising strategies of the OMEF and managing all day-to-day operations.

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
- Help to ensure the revenue goals are met or exceeded
- 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 15 and may change.

Any Director may also be elected to serve in an **Executive Committee** role - President, Vice President and Secretary/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 in **April, July and September** (aligned with the Oregon Medical Association annual meeting). The Annual Retreat is in February and the Scholarship Awards event is the first Friday in December.