



## **AHPA Board of Directors Position Description**

### **Sponsorship and Marketing Chair**

**Description:** The AHPA Sponsorship and Marketing Chair is responsible for external communication/marketing and the development and evaluation of fundraising targets and strategies for the purpose of generating revenue to support the activities of AHPA

**Term:** 2 year term

**Tasks:**

- Solicit funds for the AHPA pre-course from potential sponsors such as pharma or other industry partners and complete required applications
- Liaise with the Treasurer regarding sponsorship funds
- Coordinate the Precourse and Workshops for the annual conference (along with Past President, Professional and Career Development Chair, Member at Large and other members as required) including:
  - Development of a plan and budget for the Precourse
  - Outlining a theme for the annual PreCourse
  - Assisting with the financial distribution of funds, ie travel bursaries and honorariums
- Raise funds for the maintenance of the organization

Revised December 2019