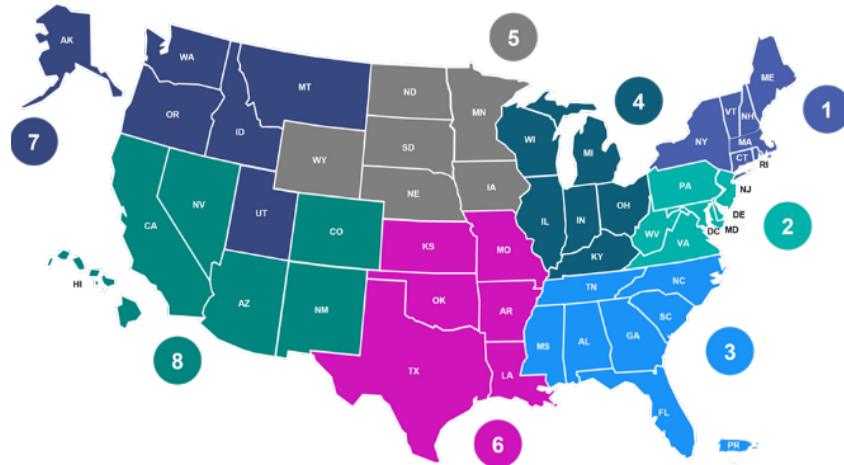


APhA–ASP Regional Officer Roles and Responsibilities

REGIONAL OFFICER POSITION DESCRIPTIONS

APhA–ASP shall be structured with eight regions around the United States. Each region shall elect two APhA–ASP Regional Officer to represent their region: one Regional Delegate and one Regional Engagement Coordinator. The term of office expires at the conclusion of the Midyear Regional Meeting following the officer's election.



Serving as an American Pharmacists Association Academy of Student Pharmacists (APhA–ASP) Regional Officer is rewarding and satisfying, both professionally and personally. Students who choose to serve their profession in this capacity have the personal satisfaction of knowing that they have been elected to represent student pharmacists in a national and international professional society. At times, serving as an APhA–ASP Regional Officer is a demanding job, but the position is meant to complement, not compete with the leader's education.

ELIGIBILITY

- Any APhA–ASP member enrolled as a full-time student in a Doctor of Pharmacy degree program is eligible to seek nomination for an elected regional office. All APhA–ASP elected regional officers are to remain in their first professional degree program during their term(s) of office.
- Candidates for office must have a satisfactory record of academic performance (minimum 2.5 GPA on a 4.0 scale) and understand that the responsibility of being elected as an APhA–ASP Regional Officer must not negatively affect the candidate's current academic standing.
- Candidates must be of sound professional, moral, and ethical judgment and must have the full support of the dean, experiential coordinator, and chapter advisor(s) at their school or college of pharmacy.
- Candidates must be aware of the responsibilities, meetings, and requirements of the position they seek. If after being elected, a candidate finds that they are unable to fulfill the duties of the position, the candidate understands that APhA has the authority to replace them with a qualified student pharmacist.
- Candidates, upon the discretion of APhA, may be required to resign from any local, regional, national, or international positions held in APhA–ASP, or other pharmacy and nonpharmacy associations.

- An official Regional Officer Application must be submitted to APhA by the date specified on the application. Each section must be fully completed, and the application must be signed by the chapter advisor(s) and experiential coordinator of the applicant's school or college of pharmacy. Portions of the application will be made publicly available on APhA–ASP's website.
- Candidates must have all campaign materials approved by APhA Student Development staff. Failure to comply may result in disqualification as a candidate.
- Candidates must be aware and able to attend required meetings:

Event	Date	Encouraged to participate	Required to participate
APhA–ASP Regional Officer Orientation (conducted via Zoom)	November 18, 2026 (9:00 pm –10:00 pm ET)	—	Yes
APhA–ASP Regional Officer Meeting (conducted via Zoom)	January 8–10, 2027	—	Yes
APhA2027 Annual Meeting & Exposition	March 19–22, 2027	—	Yes
APhA–ASP Summer Leadership Institute	Mid-July 2027	Yes	—
APhA–ASP Midyear Regional Meeting	November 2027 (days TBD)	—	Yes

*APhA will cover the registration fee and provide a \$200 travel stipend for APhA2027. APhA will also cover travel, hotel, and registration costs for MRM2027.

APhA–ASP REGIONAL DELEGATE RESPONSIBILITIES

The APhA–ASP Regional Delegate serves as the primary policy and advocacy leader for the region, guiding APhA–ASP Chapters through the policy process. Responsibilities include, but are not limited to:

- Serve as one of the eight members of the APhA–ASP Resolutions Committee, chaired by the Speaker of the APhA–ASP House of Delegates, and assist in reviewing policy proposal ideas from the Midyear Regional Meetings to develop proposed resolutions and background statements for consideration at the APhA Annual Meeting & Exposition.
- Serve as a Delegate to the APhA House of Delegates at the APhA Annual Meeting & Exposition, including attendance and participation in required APhA House of Delegates interim meetings, APhA–ASP caucuses, and related sessions.
- Coordinate the APhA–ASP Policy Proposal process throughout the fall and during the Midyear Regional Meeting for the region, including moderating the regional Policy Proposal Forum.
- Collaborate with the APhA–ASP Policy Standing Committee to promote advocacy initiatives and engage student pharmacists in the regional policy process.
- Assist APhA staff in ensuring that the APhA–ASP Midyear Regional Meeting is well-planned, effectively promoted, and smoothly executed.
- Promote the Midyear Regional Meeting to schools and colleges of pharmacy in the region and coordinate with chapter leaders to encourage attendance, participation, and engagement.
- Maintain strong communication within the region by sharing timely updates, supporting chapter engagement, and serving as a liaison between regional chapters, APhA–ASP national leaders, and APhA staff.
- Assist with additional APhA–ASP events, projects, and responsibilities assigned by APhA staff at the APhA Annual Meeting & Exposition, the Midyear Regional Meeting, and throughout the year.

APhA–ASP REGIONAL ENGAGEMENT COORDINATOR RESPONSIBILITIES

The APhA–ASP Regional Engagement Coordinator serves as the connector for the region, engaging with APhA–ASP Chapters and facilitating planning for the Midyear Regional Meetings. Responsibilities include, but are not limited to:

- Conduct regular outreach to APhA–ASP Chapters within the region to provide support, facilitate communication, respond to questions, and connect chapters with appropriate APhA–ASP resources and staff as needed.
- Serve as one of the eight members of the APhA–ASP Reference Committee, chaired by the Speaker of the APhA–ASP House of Delegates, and assist in making recommendations to the APhA–ASP House of Delegates.
- Serve as an alternate delegate to the APhA House of Delegates at the APhA Annual Meeting & Exposition, including attendance and participation in required APhA House of Delegates interim meetings, APhA–ASP caucuses, and related sessions.
- Assist APhA staff in ensuring that the APhA–ASP Midyear Regional Meeting is well-planned, effectively promoted, and smoothly executed.
- Promote the Midyear Regional Meeting to schools and colleges of pharmacy in the region and coordinate with chapter leaders to encourage attendance, participation, and engagement.
- Serve as the Midyear Regional Meeting moderator and coordinate on-site or virtual logistics during the meeting as assigned by APhA staff.
- Promote Midyear Regional Meeting supporter opportunities for residency programs, fellowship programs, employer groups, and other potential supporters.
- Maintain strong communication within the region by sharing timely updates, supporting chapter engagement, and serving as a liaison between regional chapters, APhA–ASP national leaders, and APhA staff.
- Assist with additional APhA–ASP events, projects, and responsibilities assigned by APhA staff at the APhA Annual Meeting & Exposition, the Midyear Regional Meeting, and throughout the year.

QUESTIONS ABOUT REGIONAL OFFICE?

Questions about APhA–ASP Regional Office can be sent to apha-asp@aphanet.org.