



MEETING VOLUNTEER OPPORTUNITIES

ANNUAL & SPRING MEETING SPEAKER

Are you an expert on a specific topic? This is your chance to volunteer to design, coordinate, and/or present an educational offering for ICHP. For each Spring and Annual Meeting, there will be a call for presentations sent out via e-mail when planning begins. Submit your idea and hopefully you will be selected to present!

ANNUAL & SPRING MEETING MODERATOR

While we select ICHP's Board of Directors as moderators for many of the educational sessions so that members can get to know our leadership better, there are often opportunities for non-Board members to moderate sessions at both statewide educational meetings. The only requirements are you must be able to follow a script, keep the program on time and enjoy speaking in front of an audience. This is a great way to get over your fear of public speaking because we provide everything you need to say!

ANNUAL & SPRING MEETING SLIDE REVIEW

From time to time, potential conflicts of interest are identified with meeting speakers. In order to meet ACPE standards for quality and to make sure ICHP educational offerings are free of bias and the best they can be, ICHP recruits slide reviewers for these programs. You may volunteer to help with any specific topic or you may accept any topic assigned. It's a quick but very important job for an eager volunteer!

ANNUAL & SPRING MEETING REGISTRATION DESK VOLUNTEER

The busiest times at our meeting registration desks are when everyone is scampering to leave. While we bring our entire staff to the Annual Meeting and a limited staff to the smaller Spring Meeting, we struggle to handle the onslaught at the end of each meeting. That's where a few extra hands can come in handy, collecting and signing CE forms, providing directions for form completion and offering assistance in packing and loading up. You can't be in a big hurry with this job, but it is often one of jobs with the most laughs and smiles!

SPRING MEETING POSTER PRESENTER

Posters are a great way to share what you've learned, learn from others, meet new people and justify meeting attendance. Every year at the Spring Meeting, ICHP solicits poster presenters and features two of the best submissions for platform presentation. Students, residents, pharmacy technicians and pharmacists may present their current or recent research and findings to share with meeting attendees. If you been doing some useful research, this is a way to showcase it and learn from your peers.

SPRING MEETING POSTER ABSTRACT REVIEWER

Reviewers are needed to evaluate poster submissions and are scored based on a rubric which is supplied. Constructive feedback is requested to assist in improving the poster. Scoring determines if the poster is accepted for presentation at the Spring Meeting.

SPRING MEETING POSTER JUDGE

Judges are assigned to a select number of posters identified as top posters for judging. Judges score the posters based on a supplied rubric. Poster judges must be registered for the Spring Meeting.

LEGISLATIVE DAY PARTICIPANT

This is perhaps one of the easiest volunteer jobs and yet also one of the most important. Showing up at Legislative Day makes our numbers swell, shows the Illinois General Assembly that pharmacy cares about what they do, and helps us get our advocacy message across in a bigger way! Held on a Wednesday in early March, participation means traveling to Springfield, eating a provided box lunch, learning about the advocacy message with an accredited CE program and then carrying that message to the legislators, especially your own in the Capitol. There is a small cost to participate but this is a critical volunteer opportunity that with continued participation can lead to more!

LEGISLATIVE DAY GROUP LEADER

Once you have participated in a Legislative Day or two, you might be led to lead! Many participants at Legislative Day are students or first-time pharmacists or pharmacy technicians and the State Capitol can be an intimidating place without a group leader. Leading a group is easy once you had one or two Legislative Days under your belt. Group leaders take groups of participants around the Capitol to make sure that everyone's legislators are visited. While many meetings may be brief and others may be with the legislator's secretary, the times you do connect with a good conversation are so rewarding you will want to lead again and again! This is a job for a seasoned participant or someone with no fear. As mentioned the Capitol can be quite intimidating and on most Wednesdays during session, very crowded. But think about it once you been to one Legislative Day! *This is a one day commitment on a Wednesday in March.*

LEGISLATIVE DAY BUS CAPTAIN

If you're lucky enough to live near one of the Colleges of Pharmacy or better yet a student at one, this is an easy job for you! For every Legislative Day ICHP and IPHA provide bus transportation from each of the Colleges of Pharmacy for anyone who wishes to ride. Leaving early in the morning and returning late in the evening, which would be the case even if you drove yourself, these buses carry students, pharmacists and technicians down and back to Springfield and the Capitol. Bus Captains are asked to receive and then distribute participant folders: track attendance, ensuring no one is left behind in Springfield or left at the Colleges if they are running just a few minutes late; purchasing bottled water and donuts for the morning snack and finally coordinating a meal stop including ensuring everyone makes it back on the bus on the way home. We usually solicit two Captains per bus so this is a good job for beginners or those who don't like to solo.

ichpnet.org/volunteer

