

International Vice President Position Description

PURPOSE OF POSITION

The International Vice President (IVP) serves as the liaison between the Chapter Executive Committee and the APhA-ASP International Standing Committee. This position is responsible for the promotion of the International Pharmaceutical Students Federation (IPSF) campaigns within the chapter and creating ways for chapter members to work together to address global concerns in their local communities.

PRIMARY RESPONSIBILITIES

- Promote IPSF member benefits as a part of APhA-ASP membership to chapter members.
- Create opportunities for chapter members to participate in IPSF Public Health Campaigns in collaboration with APhA-ASP Patient Care Project Committee Chairs.
- Work with the Policy Vice President and the Communications Vice President to participate in the Pharmacy Profession Awareness Campaign.
- Encourage participation in the Humanitarian Campaigns of IPSF, including the Vampire Cup.
- Inform the chapter executive committee of other IPSF activities that may be relevant to chapter programming.
- Encourage chapter member participation in the IPSF Student Exchange Program (SEP).
- Oversee the activities of, or act as, the Local Exchange Officer (LEO), of your chapter.
 - Establish a host site for SEP at your chapter in collaboration with National APhA-ASP/IPSF Student Exchange Officers.
 - Arrange host site preceptors, housing, and transportation for exchange students from other countries.
- Compile and upload the Outstanding IPSF Activity Award for the APhA-ASP Chapter Achievement Awards Program (Section 6 of the Chapter Achievement Report).
- Submit APhA-ASP/ IPSF Spotlight Reports as necessary throughout the year.
- Submit the year-end Vampire Cup Tracker Form to the National Project Coordinator by June 1st.
- Be familiar with all updates and correspondences sent from the International Standing Committee.
- Be familiar with the information and resources available on ipsf.org, and provide updates to chapter members.
- Be familiar with all operations of APhA and APhA-ASP on the National, Regional, State, and Chapter levels (ex. Membership Operations Manual, Communications Guideline, Policy Capsule).
- Participate in APhA-ASP Webinar Week.

MEETING ATTENDANCE

- General Chapter and Executive Committee meetings*
- State Association meetings
- APhA-ASP Midyear Regional Meeting (MRM)*
- APhA-ASP Summer Leadership Institute (SLI)
- APhA Annual Meeting and Exposition*
- IPSF World Congress**
- Pan American Regional Symposium (PARS)**

*Required | **International Conferences