NOTE:
Your completed candidate application must be received by August 9, 2023.
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### 2024 to 2029 Board Slating

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<th>Term</th>
<th>President-elect</th>
<th>Treasurer</th>
<th>Director</th>
</tr>
</thead>
<tbody>
<tr>
<td>2024-2025</td>
<td>One position</td>
<td></td>
<td>Three positions</td>
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<tr>
<td>2025-2026</td>
<td>One position</td>
<td>One position</td>
<td>Two positions</td>
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<tr>
<td>2026-2027</td>
<td>One position</td>
<td></td>
<td>Three positions</td>
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<tr>
<td>2027-2028</td>
<td>One position</td>
<td>One position</td>
<td>Two positions</td>
</tr>
<tr>
<td>2028-2029</td>
<td>One position</td>
<td></td>
<td>Three positions</td>
</tr>
</tbody>
</table>
Call for Applications

Dear AMCP Colleagues,

AMCP is the professional association leading the way to help patients get the medications they need at a cost they can afford. AMCP’s diverse membership of pharmacists, physicians, nurses, and professionals in life sciences and biopharmaceutical companies leverages specialized expertise in clinical evidence and economics to optimize medication benefit design and population health management and help patients access cost-effective and safe medications and other therapies. AMCP members improve the lives of nearly 300 million Americans served by private and public health plans, pharmacy benefit management firms, and emerging care models.

AMCP advocates at the national and state level for developing and applying evidence-based medication use strategies that improve access to medication, enhance patient and population health outcomes and ensure the wise use of health care dollars.

AMCP is seeking candidates to serve on the Board of Directors. We welcome applications for the following positions for the 2024-2025 Slate:

- **President-elect**: 3-year term from 2024-2027; 1 position
  - One year as President-elect, one year as President, and one year as Immediate Past President
- **At-Large Directors**: 2-year term from 2024-2026; 3 positions

All Active Members (defined as Pharmacists, Physicians, Nurses, and Physician Assistants) are eligible to stand for election for the office of Director. Only Pharmacists are eligible to stand for election for the office of President-elect.

The term of office for these positions will commence after AMCP 2024 in New Orleans, Louisiana.

This candidate guide has been designed to inform you of the responsibilities of serving on the AMCP Board and to assist the Leadership Development Committee in identifying the most qualified candidates for these positions. We invite you to review the information to understand better the steps necessary to be considered for the 2024 slate and the importance of serving in a national organization leadership position. Volunteering for a national office leadership position is a serious responsibility, requiring much time, effort, and commitment. It demands increased involvement in and dedication to managed care pharmacy.

To fulfill the mission of getting patients the medications and therapies they need at a cost they can afford, AMCP’s membership, staff, and leadership must reflect our professions rich landscape. By respecting and including everyone who drives the daily victories in managed care pharmacy, we will benefit from a mix of ideas, perspectives, and life experiences to help us achieve our goals. AMCP does not discriminate based on race, creed, gender, sexual orientation, age, physical handicap, or national origin.

We encourage you to speak with current or past AMCP Board members to discuss your interest in serving on the AMCP Board. Candidates seeking a nomination for the Board must have support from their employer.
Prospective candidates should not contact the Leadership Development Committee (LDC) regarding their interest in serving on the AMCP Board; all questions should be directed to the LDC Staff Liaison.

**Candidate applications are due by Wednesday, August 9, 2023, at 5:30 pm ET.** If you have any questions or need assistance, please contact the Leadership Development Committee Staff Liaison at [executiveoffice@amcp.org](mailto:executiveoffice@amcp.org).

Sincerely,

*The AMCP Leadership Development Committee*
AMCP Mission and Strategic Priorities

**AMCP Mission**

Improve patient health by ensuring access to high-quality, cost-effective medications and other therapies.

**AMCP Strategic Priorities**

<table>
<thead>
<tr>
<th>Strategic Initiative</th>
<th>Strategic Initiative</th>
<th>Strategic Initiative</th>
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</thead>
<tbody>
<tr>
<td><strong>Optimize Value &amp; Access</strong></td>
<td><strong>Address Disparities in Medication Use and Access</strong></td>
<td><strong>Enhance Member Value</strong></td>
</tr>
<tr>
<td><strong>Overarching Goal</strong></td>
<td><strong>Overarching Goal</strong></td>
<td><strong>Overarching Goal</strong></td>
</tr>
<tr>
<td>Improve formulary decision-making and tools to help patients obtain the medications and other therapies they need</td>
<td>Address barriers to access and the effective use of medications and other therapies</td>
<td>Grow our membership and make AMCP essential to those involved in managed care pharmacy</td>
</tr>
<tr>
<td><strong>Areas of Focus</strong></td>
<td><strong>Areas of Focus</strong></td>
<td><strong>Areas of Focus</strong></td>
</tr>
<tr>
<td>• Provide resources to help payers evaluate digital therapeutics</td>
<td>• Create awareness and identify opportunities to mitigate disparities in medication use from a managed care perspective</td>
<td>• Evaluate emerging sectors for incorporation into AMCP member growth strategy</td>
</tr>
<tr>
<td>• Support the adoption of biosimilars</td>
<td>• Seek partnerships to assist AMCP with addressing health disparities</td>
<td>• Define and enhance value proposition for key stakeholder groups</td>
</tr>
<tr>
<td>• Provide tools for AMCP members to incorporate the patient voice into formulary decision making</td>
<td>• Expand research opportunities to support managed care professionals regarding disparities in medication use</td>
<td>• Grow corporate membership and involvement</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Build an organization that is #AMCPmember1st</td>
</tr>
</tbody>
</table>
These criteria are general guidelines designed to identify candidates for AMCP Board positions. The Leadership Development Committee (LDC) will utilize these guidelines to identify and screen potential candidates in the development of the slate.

The AMCP Board comprises nine (9) voting Directors and the Chief Executive Officer/Secretary, who shall be an ex-officio and non-voting member of the Board. Voting members of the AMCP Board include four Officers (President, President-elect, Immediate Past President, Treasurer) and five At-Large Directors.

**OFFICE OF THE PRESIDENCY**

Qualifications for the Presidency: President-elect, President, Immediate Past President

- Previous AMCP Board or Committee Chair experience preferred
- AMCP Active Member in good standing for two years
- Must be a pharmacist
- Prior Board experience preferred
- Ability to serve the full three-year term of office
- Support from your employer
- Skills and experience aligned with the desired competencies as determined by LDC and the Board

Term of Office

The Presidency of AMCP is three years, during which the elected official serves successively as President-Elect, President, and Immediate Past President. The term of each office begins at the close of the Annual Meeting.

**President-Elect**

The President-Elect shall, through their office:

- Prepare for their term of office as president and understand AMCP’s organization, including its:
  - Bylaws and strategic plan
  - Staffing
  - Structure and function
  - Resources and processes
  - Ongoing issues and initiatives
- Prepare to support the relationships with other associations and industry Leadership
- Seek counsel from the Immediate Past President

**Responsibilities:**

- In the absence or disability of the President, perform all the duties of the President
- Serve on the Executive Committee
- Appoint Chairs and Members of AMCP committees and the Editorial Advisory Board
- Serve as a member of the AMCP Finance Committee
- Serve as Board Liaison to assigned AMCP committees
- Attend all Board Meetings
- Attend the Leadership Meeting
- Attend assigned Committee meetings
- Attend Legislative Days
• Attend the Annual Meeting and Nexus Conference and specific assigned events
• Complete annual conflict of interest disclosure

Time Commitment:
The AMCP President-Elect can expect to spend approximately 18 days (not including travel time) attending AMCP-related meetings and performing AMCP activities. Through the course of the year, a potential of 3 to 4 additional days of ad hoc meetings and or preparation time may be required.

The AMCP President-Elect can expect to spend approximately 2 to 3 hours per week reading AMCP material, preparing for AMCP activities, and communicating with AMCP members electronically.

President
The President shall, through their elected office:
• Provide strategic leadership to AMCP
• Be the principal elected official of AMCP and shall, subject to the direction and control of the AMCP Board, have general supervision of the business and affairs of AMCP and its Officers and agents.
• Act as an ambassador for AMCP
• Support the relationships with other associations and industry leadership

Responsibilities:
• Serve on the Executive Committee
• Serve as a member of the Finance Committee
• Attend quarterly meetings of the Joint Commission of Pharmacy Practitioners (JCPP) in Washington, DC
• Set the agenda for meetings of the Board and Leadership Meeting (in consultation with the CEO)
• Chair Leadership Meetings
• Serve as Board Liaison to an assigned committee(s)
• Attend all Board Meetings
• Attend the Leadership Meeting
• Attend assigned Committee meetings
• Attend Legislative Days
• Attend the Annual Meeting and Nexus Conference and specific assigned events
• Complete annual conflict of interest disclosure

Time Commitment:
The AMCP President can expect to spend approximately 22 days (not including travel time) attending AMCP-related meetings and performing AMCP activities. Through the course of the year, a potential of 3 to 4 additional days of ad hoc meetings and or preparation time may be required. The AMCP President can expect to spend approximately 2 to 3 hours per week reading AMCP material, preparing for AMCP activities, and communicating with AMCP members via electronic means.

Immediate Past President
The Immediate Past President shall, through their elected office:
• Act as a mentor to the President-Elect
• Support the relationships with other associations and industry leadership

Responsibilities:
• Serve on the Executive Committee
• Chair AMCP Board Meetings
Serve as a member of the Finance Committee  
Serve as Board Liaison to an assigned committee(s)  
Serve as Liaison to Past Presidents & Founders Advisory Council  
Attend all Board Meetings  
Attend the Leadership Meeting  
Attend assigned Committee meetings  
Attend Legislative Days  
Attend the AMCP Annual Meeting and the Nexus Conference and specific assigned events  
Complete annual conflict of interest disclosure

Time Commitment:
The AMCP Immediate Past-President can expect to spend approximately 18 days (not including travel time) attending AMCP-related meetings and performing AMCP activities. Through the course of the year, a potential of 3 to 4 additional days of ad hoc meetings and or preparation time may be required.

The AMCP Immediate Past President can expect to spend an average of approximately 2 to 3 hours per week reading AMCP material, preparing for AMCP activities, and communicating with electronic means.

OFFICE OF THE TREASURER

Qualifications for the Treasurer
- AMCP Active Member in good standing for two years  
- Ability to serve the full two-year term of office  
- Proficiency to interpret and analyze financial reports  
- Skills and experience aligned with the desired competencies as determined by LDC and the Board

Term of Office
- Two years, beginning at the close of the Annual Meeting.

Responsibilities:
- Chairs the Finance Committee  
- Liaisons with the CEO and Vice President of Finance and Administration regarding financial issues and financial reports to the AMCP Board  
- Sets the agenda for meetings of the Finance Committee (in consultation with the Chief Financial Officer)  
- Assesses the financial impact of recommendations considered by the Board  
- Collaborates with staff and investment manager to manage AMCP’s investments  
- Serves as an authorized check signatory  
- Attends all Board Meetings  
- Attends the Leadership Meeting  
- Attends Finance Committee meetings  
- Attends Legislative Days  
- Attends the Annual Meeting and Nexus Conference and specific assigned events  
- Completes annual conflict of interest disclosure

Time Commitment
An AMCP Treasurer can expect to spend approximately 18 days (not including travel time) attending AMCP-related meetings and performing Board activities, not including Finance Committee meetings and conference calls. Through the course of the year, a potential of 3 to 4 additional days of ad hoc
meetings and or preparation time may be required.

An AMCP Treasurer can expect to spend approximately 2 to 3 hours per week reading AMCP material, preparing for AMCP activities, and communicating with AMCP members electronically.

OFFICE OF THE DIRECTOR-AT-LARGE

Qualifications for the Director-at-Large

• AMCP Active Member in good standing for two years
• Ability to serve the full two-year term of office
• Skills and experience aligned with the desired competencies as determined by LDC and the Board

Term of Office

• Two years, beginning at the close of the Annual Meeting.

Responsibilities:

- Serves as Board Liaison to assigned AMCP committees
- Reports activities of the committee to which you are the liaison
- Attends all Board meetings
- Attends all Leadership Meetings
- Attends assigned committee meetings
- Attends Legislative Days
- Attends the Annual Meeting and Nexus Conference and specific assigned events

Time Commitment:

An AMCP Director can expect to spend approximately 18 days (not including travel time) attending AMCP-related meetings and performing Board activities, not including committee meetings and conference calls. Through the course of the year, a potential of 3 to 4 additional days of ad hoc meetings and or preparation time may be required.

An AMCP Director can expect to spend approximately 2 to 3 hours per week reading AMCP material, preparing for AMCP activities, and communicating with AMCP members electronically.
**Board Responsibilities**

The Board engages in strategic thinking and planning to set the organization’s direction and provide oversight to ensure AMCP’s progress in achieving its mission and strategic priorities. The Board is responsible for cultivating a professional community committed to connecting the managed care pharmacy communities to promote and advance patient health by ensuring access to high-quality, cost-effective medications and other therapies.

**Expectations**

AMCP Board members are expected to work in collaboration with staff to collectively:

- Consider ways to increase member value
- Uphold its fiduciary duty, including approving the annual budget
- Create an inclusive, diverse, and welcoming organizational culture
- Be an active and positive supporter of AMCP
- Come prepared for all meetings and discussions
- Foster leadership development
- Serve as a champion for the AMCP
- Actively participate as a Board Liaison to an assigned Committee(s)

**Time Commitment**

Being a member of the AMCP Board requires a commitment of time, talent, and expertise. Those seeking a nomination for the Board must have support from their employer.

By becoming a member of the Board, you commit to the following:

- Prepare for, attend, and actively participate in five Board meetings each year
  - In-person Meetings:
    - Winter Leadership Board Meeting – February [3-days]
    - AMCP Annual Board Meeting – March / April [4-5 days]
    - Summer Board Meeting – July [3-days]
    - Nexus Board Meeting – October [4-5 days]
  - Virtual Meetings:
    - Board Meeting – December [1-hour]
  - Additional Board calls may be scheduled as needed
  - Attend selected educational programs and association activities
Board Core Competencies

Aspires to Excellence
Demonstrated leadership commitment and involvement with AMCP, including service on an AMCP Committee, Council, Task Group, or Advisory Group. Strives for continuous improvement.

Leads with Vision
Leader in the profession with a strong understanding of managed care pharmacy. Visionary and strategic thinker.

Acts with Integrity
Operates with transparency and in alignment with AMCP’s mission and values.

Fosters an Inclusive Community
Cultivates meaningful connections among AMCP’s stakeholders and works collaboratively. Commitment to ethics, diversity, equity, and inclusion.

Demonstrates Thought Leadership
Demonstrated thought leader that can build trust and influence within the managed care pharmacy profession.

Engages as Stewards
Good steward of the organization’s resources.
**Board Application Timeline**  
**2024 Election Cycle**

Those seeking consideration as a Candidate for the AMCP Board should be aware of the following key dates:

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 21, 2023</td>
<td>Call for Applications Opens</td>
</tr>
<tr>
<td>August 9, 2023</td>
<td>Board Applications are due to AMCP by 5:30 pm ET</td>
</tr>
<tr>
<td>August 28-29, 2023</td>
<td>Candidates contacted by the Leadership Development Committee</td>
</tr>
<tr>
<td>September 7-8, 2023</td>
<td>Candidate Interviews via video conference - All identified candidates must participate in the virtual interviews</td>
</tr>
<tr>
<td>September 14-15, 2023</td>
<td>Slated candidates contacted by the Leadership Development Committee</td>
</tr>
<tr>
<td>October 16, 2023</td>
<td>Leadership Development Committee slate of candidates presented to the AMCP Board for approval</td>
</tr>
<tr>
<td>October 17, 2023</td>
<td>Announce the slate of candidates and the petition process to the AMCP membership</td>
</tr>
<tr>
<td>October 18, 2023</td>
<td>Meet the Candidates Event at Nexus 2023</td>
</tr>
<tr>
<td>November 17, 2023</td>
<td>30-day Petition Deadline per AMCP Bylaws provisions</td>
</tr>
<tr>
<td>February 6-8, 2024</td>
<td>Board Orientation (Washington, DC)</td>
</tr>
<tr>
<td>April 18, 2024</td>
<td>Term begins for new AMCP President-elect and Board members</td>
</tr>
</tbody>
</table>
Candidate Application Checklist

The AMCP candidate application includes the following documents, which must be completed, signed, and submitted electronically to AMCP HQ by the close of business on Wednesday, August 9, 2023, by 5:30 pm ET.

☐ Candidate Application Form

☐ Candidate Statements
  o Vision for the Profession
  o Vision for the Organization
  o Accomplishments in Professional Positions
  o Accomplishments in Leadership Positions

☐ References
  o Candidates for all positions must submit one reference letter from an AMCP leader with whom the candidate has worked on projects or activities or from another professional reference. *Current AMCP Board members and members of the Leadership Development Committee are prohibited from providing references to potential candidates.*

☐ Curriculum vitae or Resume
  Please send in a current CV or resume that includes your full professional practice experience with this application.

☐ Photograph – professional color headshot in jpg format
  Please send a color photograph (headshot) of yourself with this application.

☐ Campaign Policy Acknowledgement

All information must be submitted via the online application link. Information provided in the application will *not* be edited, so please be sure you have corrected any errors before submission.

Virtual interviews for identified candidates will be held in September 2023. The slate of candidates will be presented to the AMCP Board for approval in October 2023. The Leadership Development Committee will notify candidates following the Board vote.
Candidate Application

This application will be used to evaluate candidates for office by the AMCP Leadership Development Committee. Please ensure your answers are succinct and complete. Pay attention to maximum word counts if stated. The responses you submit will not be revised in any manner; they will be reproduced for the slate exactly as submitted. Applications not meeting the requirements (see “Application Materials Checklist”) will not be accepted. Applications must be submitted electronically and received by Wednesday, August 9, 2023, by 5:30 pm ET.

If you have any questions, please contact the Leadership Development Committee Staff Liaison at (703) 684-2658 or executiveoffice@amcp.org.

Position for which you are seeking office (you may select more than one):

☐ President-elect  ☐ At-large Director

Name: __________________________________________
First            Middle            Last            Credentials

Name as you would like it to appear on AMCP materials; please include any designations (e.g., FAMCP, RPh, PharmD)

AMCP Membership Number: ________________ (Candidate must be a current AMCP Active Member)

Preferred Address: ____________________________________________________________

Preferred Phone Number(s): __________________________________________
*The Leadership Development Committee will use this number to contact you about slating decisions.

Preferred E-Mail: ________________________________

Time Zone: EST, CST, MST, PST __________
*We will use this information to set up your candidate interview

Employer __________________________________________

Employer Type:   ☐ College/University  ☐ Consulting firm  ☐ Health Plan
☐ IDN           ☐ PBM                ☐ Pharmaceutical Industry
☐ Other (please list): ________________________________

Relevant Professional Experience: __________________________________________
________________________________________________________________________
________________________________________________________________________

DEMOGRAPHIC CATEGORIES

AMCP is committed to representing all of its members, and one of our priorities is our commitment to diversity, equity, and inclusion, which is noted below:
To fulfill the mission of getting patients the medications and therapies they need at a cost they can afford, it is imperative that AMCP’s membership, staff, and leadership reflect the rich landscape of our populations. By respecting and including everyone who drives the daily victories in managed care pharmacy, we will benefit from a mix of ideas, perspectives, and life experiences to help us achieve our goals.

As part of our commitment to diversity, we ask candidates to share demographic data with their application for the AMCP Board. This data will be kept confidential and will be used for statistical purposes. Candidate privacy will be protected.

What is your age?
☐ 18-29    ☐ 30-39    ☐ 40-49    ☐ 50-59    ☐ 60-69    ☐ Over 70

To which gender identity do you most identify?
☐ Female   ☐ Male  ☐ Genderfluid  ☐ Non-binary  ☐ Other _______________
☐ Prefer not to answer

What race/ethnicity do you most identify with?
☐ American Indian  ☐ Asian  ☐ Black or African American
☐ Hispanic or Latino  ☐ Middle Eastern/North African  ☐ Pacific Islander
☐ Two or more races  ☐ White or Caucasian  ☐ Other _______________
☐ Prefer not to answer

STATEMENTS
These statements should summarize your experience and expertise that supports your application for the AMCP Board. Submit a response for each item listed below.

➢ **Biographical Statement:** your biographical statement should be 150 words or less.

➢ **Candidate Statements:** your response to each candidate statement should be 300 words or less.
  • Vision for Managed Care Pharmacy
  • Vision for AMCP
  • Accomplishments in Professional Positions
  • Accomplishments in Leadership Positions

CANDIDATE QUESTIONS
These questions should showcase your leadership style and vision for AMCP. Submit an individual response for each question listed below. Your response to each question should be 500 words or less.

1. How did your previous leadership experience prepare you to serve on the AMCP Board?
2. AMCP strives to model governance by a diverse Board. In 2021, AMCP convened a task force to reimagine the election process to include more transparency and diversity on the Board and committed to addressing health disparities as one of our strategic priorities. How would you recommend that AMCP continue to enrich our diversity, equity, and inclusion commitments?

3. AMCP’s current strategic priorities are optimizing value and access, addressing disparities in medication use and access, and enhancing member value. Based on these priorities, how would you articulate your vision for the future of AMCP?

4. On which emerging trend should AMCP focus during the next five years?

5. As we look at the managed care pharmacy environment, the Board, the Leadership Development Committee, and the Organizational Affairs Committee determined that the organization could benefit from expertise in the following areas:
   - Value assessment and value-based contracting
   - Health Equity
   - Digital Analytics, data, and technology experience

Value assessment and Health Equity are a part of AMCP’s 2023 Strategic Priorities. Please share your experience or perspectives on these areas below*

*If you do not have experience in these areas, please know that this will not disqualify you as a candidate for the AMCP Board

6. Other comments you would like to add regarding your life lessons or experiences that support your interest in serving on the AMCP Board.

VOLUNTEER SERVICE
Please share your volunteer service and experience at AMCP in the past five (5) years (check all that apply):

☐ Served on the Board  ☐ Served as a Board Officer
☐ Served as a Committee Chair or Vice Chair  ☐ Served on a Committee
☐ Served as an Affiliate Leader  ☐ Served on the Corporate Council
☐ Served on the BBCIC Board of Managing Directors (BOMD) or a BBCIC Committee
☐ Served on the AMCP Foundation Board or a Foundation Committee
☐ Served on a Task Force, Work Group, or Advisory Board (list): ______________________

☐ Legislative Days
☐ Medication Therapy Management (MTM)
☐ Session Moderator
☐ Concierge Booth Volunteer
☐ AMCP Diplomat (list school):

☐ State Advocacy Leader
☐ Partnership Forum
☐ Conference Buddy
☐ AMCP Foundation Volunteer

☐ Other Relevant Leadership Experience:

☐ Other AMCP Service (list service):

 Positions on Nonprofit Boards (list Boards):

Volunteer service at other PROFESSIONAL organizations in the last two years:

Name of Organization: ______________________

Position Held: ______________________

__________________________________

__________________________________
Candidate Reference Instructions

Share the following information with the individual that will draft your reference letter:

For the Candidate’s Reference, please include the following:

1. List the candidate’s name

2. Explain your professional relationship with the candidate

3. Explain how long you have known the candidate and in what capacity, e.g., served on an AMCP Committee, worked together at X-organization for ten years.

4. Provide specific examples of this candidate’s experience that you feel qualifies them to serve on the AMCP Board

5. Please include your name, title, email, and phone number on the reference letter; references may be contacted to clarify information.

6. Submit the candidate reference letter to executiveoffice@amcp.org by Wednesday, August 9 at 5:30 pm ET

Reference letters should be 750 words or less.
AMCP Campaign Policy

The AMCP election process entails the recommendation of a slate of candidates by the Leadership Development Committee. In the event one or more candidates are nominated by petition to challenge one or more candidates on the recommended slate, an election will be undertaken. The rules set forth in this section pertain to activities by candidates and others when a contested election is taking place. This policy applies to all candidates for election to any Director or Officer position, regardless of whether an individual has been identified as part of the Board-approved slate of candidates.

The purpose of this policy is to assure that AMCP’s election process is fair and equitable, thereby allowing all members the opportunity to learn about the candidates via professional means. Any candidate may request that AMCP post biographical information and a brief platform statement on AMCP’s website, subject to reasonable limits on length.

Campaigning Rules
Candidates for the AMCP Board of Directors are required to act professionally throughout the campaign process and not engage in any activity that would disparage a fellow candidate or discredit AMCP. This also applies to those groups or individuals supporting the candidate.

The permitted and prohibited campaign activities are listed below. In the event a Candidate breaches the requirements listed herein, they may be subject to removal as a candidate, as determined by the Leadership Development Committee.

Permitted
- Candidates and their supporters are allowed to generally promote the AMCP Board of Directors election by encouraging members to vote in the election without specific reference to one or more candidates.
- Candidates and their supporters may use social media to announce their candidacy in the context of calling attention to the election in general but may not encourage members to vote for the candidate (whether expressly or implicitly) in any such statement.
  - Acceptable: Jane Smith is a candidate for the AMCP Board of Directors. Check out all the candidates for the AMCP Board on AMCP’s website.
  - Acceptable: Election closes in XXX days.
  - Unacceptable: Jane Smith is slated for the AMCP Board of Directors. She’s awesome – the best! Vote for Jane!
  - Unacceptable: Jane Smith is a candidate for the AMCP Board of Directors. She really needs your support! Vote for Jane!

Prohibited
- No member (whether a candidate or not) may use the names, addresses, telephone numbers, or email addresses of its members obtained through AMCP or by virtue of a candidate’s prior service as an AMCP volunteer for the purposes of sending any campaign material, unless such use is approved in advance by AMCP staff.
- Individuals may not solicit or accept funds for or in connection with the AMCP Board of Directors election.
- Candidates or those supporting the candidates will not discredit other candidates or attempt to influence voters
• Candidates or those supporting the candidates may not use social media and websites to support or oppose an individual candidate.
• Candidates may not include a reference as a candidate for the AMCP Board of Directors on a social media profile.
• Candidates or those supporting the candidates will not request formal endorsements from parties within or outside AMCP or place paid advertisements.
• Distribution of campaign materials, posters, buttons, and pens (promotional materials) of any kind is not allowed.

Members are encouraged to report any suspected violations of the AMCP Election Campaign Policy to the AMCP CEO.

Any alleged misconduct violation of the AMCP Election Campaign Policy may result in the disqualification of the candidate or other appropriate action as determined by the AMCP Leadership Development Committee.
**Campaign Policy Acknowledgement Form**

Information about each candidate may be published on the AMCP website and AMCP social media channels to support the slating process. Materials will be reproduced exactly from the application statements submitted by each candidate.

Beyond publication on the AMCP website and AMCP social media channels, AMCP does not allow any type of campaign activities, including but not limited to distribution of literature, e.g., mailings, sign postings, public speeches, advertising, e-mails, social media posts, phone solicitation, articles, or editorials in any publication. A candidate is assumed to be responsible for any campaign activity conducted directly or indirectly on their behalf.

Violating this policy may result in a candidate being removed from the slate.

Any questions regarding the AMCP nomination and slating process should be directed to the Leadership Development Committee Staff Liaison. Reports of violations will be addressed on a case-by-case basis.

**Acknowledgment**

I have read, understand, and agree to abide by AMCP’s Campaign Policy.

Signature ______________________________

Date: __________________
AMCP Election Policies

AMCP follows strict antitrust and conflict of interest policies.

- **Antitrust Guidelines** ([AMCP Antitrust Guidelines](#))
- **Bylaws** ([AMCP Bylaws](#))
- **Commitment to Diversity** ([Diversity, Equity, & Inclusion Commitment](#))
- **Conflict of Interest** ([AMCP Conflict of Interest and Disclosure Policy](#))

All successful candidates will be required to complete a conflict-of-interest disclosure annually.