



2026-27 BOARD  
ELECTION CYCLE  
**BOARD CANDIDATE  
PACKET**



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# Call for Applications

AMCP is seeking candidates to serve on the Board of Directors for the following positions for the 2026-2027 Slate:

- **President-elect:** 3-year term from 2026-2029; 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 2026-2028; 3 positions

All active members defined as pharmacists, physicians, nurses, and physician assistants are eligible to stand for election for At-Large 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 2026 in Nashville, Tennessee.

Volunteering for a national office leadership position is a serious responsibility that requires time, effort, and commitment and demands increased involvement in and dedication to managed care pharmacy and AMCP. 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 Board position must have support from their employer.

To fulfill its mission, AMCP's membership, staff, and leadership must reflect our profession's diverse landscape. By respecting and including everyone, 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.

**Candidate applications are due by Friday, August 1, 2025, at 11:59 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).

## BOARD SLATING 2026 TO 2030

Term	President-elect	Treasurer	Director
2026-2027	One position		Three positions
2027-2028	One position	One position	Two positions
2028-2029	One position		Three positions
2029-2030	One position	One position	Two positions



# Greetings from the AMCP CEO

Dear AMCP Colleagues,

Thank you for considering the opportunity to serve on the AMCP Board of Directors. During my tenure as CEO of AMCP, I have had the privilege to work with nine Boards of Directors, each of whom provided the leadership AMCP needed at critical moments. As we prepare for our 2026-27 cycle, I am confident that AMCP will continue to advance our mission to improve patient access to high-quality, cost-effective medications and therapies and to make a greater impact on the managed care pharmacy profession.

AMCP is governed by the Board of Directors. The Board plays a crucial role in overseeing the organization's strategic direction. My leadership team and I rely on the Board for their collective and individual expertise in managed care pharmacy as we execute on our strategic priorities. The dedication and collaboration of our volunteer leaders, trusted partners, and champions allow us to deliver quality products and services to professionals in our industry.

Your consideration of service on the AMCP Board is greatly appreciated by AMCP's approximately 8,000 members, the staff, and me. I hope that you will pursue this opportunity and look forward to working with you to advance AMCP's mission.

**Susan A. Cantrell, RPh, MHL, CAE**  
Chief Executive Officer



# Greetings from the Leadership Development Committee Chair

Dear AMCP Colleagues,

As Chair of the Leadership Development Committee for the 2025-26 Term, I am pleased to provide you with this board candidate information packet. It provides an overview of the work and operations of the Board of Directors and offers a glimpse of the impact you can have as an AMCP Board member. I hope that it is helpful as you consider your potential candidacy.

The Board is a critical aspect of AMCP's volunteer leadership, guiding and overseeing our organizational strategic priorities.

As Chair of the Leadership Development Committee, I ensure the Board is prepared to deliver on these responsibilities by working with the Committee to select the most appropriate candidates for service based on the needs of AMCP and the Board during this time of significant policy challenges.

Feel free to reach out to me with any questions about the Officer and Director selection process, or for additional information about my experience of serving on the Board and the contributions you could bring to AMCP.

**James R. Hopsicker, R.Ph., MBA**

Chair, Leadership Development Committee

VP, Health and Pharmacy Management, MVP Health Care, Inc.



# AMCP Mission

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

## AMCP Governance

The Board establishes the strategic direction and mission, sets and guides major policy decisions, approves the annual budget, oversees the management of resources, provides insight and perspective on the managed care pharmacy profession, and serves as advisors to the AMCP CEO, who serves as *ex-officio*, non-voting Secretary.

The AMCP Board is comprised of the President, President-Elect, Immediate Past President, Treasurer, five Directors, and the AMCP CEO. Members of the Board must be Active members, the President must be a Pharmacist, and the Treasurer and Directors can be a Pharmacist, Physician or Nurse.

Current issues impacting managed care pharmacy and the governance of AMCP are addressed by the Board with input from the CEO and the Committees. All policy-making authority is vested with the Board of Directors.

## Board Elections

The Leadership Development Committee will recommend one individual for each open position to fill the open Director and Officer positions based on qualifications established by the Board. The Board will consider the slate of candidates, and once approved, it shall be presented to the AMCP membership. The Election Cycle runs from June to November, with new Directors installed at AMCP's Annual meeting.



# AMCP Strategic Priorities

Adopted by the Leadership Development Committee will recommend one individual for each open position to fill the open Director and Officer positions based on qualifications established by the Board. The Board will consider the slate of candidates, and once approved, it shall be presented to the AMCP membership. The Election Cycle runs from June to November, with new Directors installed at AMCP's



## FUNDAMENTALS VALUES • PEOPLE • CULTURE

Optimize Value & Access	Address Disparities In Medication Use & Access	Amplify AMCP Value & Voice	Drive AMCP Performance
<b>Overarching Goal</b> Help members and stakeholders improve healthcare access, affordability, and outcomes	<b>Overarching Goal</b> Address barriers to access and the effective use of medications and other therapies	<b>Overarching Goal</b> Grow our membership and make AMCP essential to those involved in managed care pharmacy	<b>Overarching Goal</b> Maximize effectiveness to achieve optimal results
<b>Areas of Focus</b> <ul style="list-style-type: none"> <li>• Provide resources to help payers evaluate digital therapeutics</li> <li>• Promote the adoption of biosimilars</li> <li>• Provide tools to incorporate the patient perspective into formulary decision making</li> <li>• Evaluate the implications of measures to reduce drug costs, including the Inflation Reduction Act.</li> </ul>	<b>Areas of Focus</b> <ul style="list-style-type: none"> <li>• Create awareness and identify opportunities to mitigate disparities in medication use from a managed care perspective</li> <li>• Provide tools to incorporate the patient perspective into healthcare decision-making</li> <li>• Encourage research into disparities in medication use</li> </ul>	<b>Areas of Focus</b> <ul style="list-style-type: none"> <li>• Engage and retain members and elevate their voice and impact</li> <li>• Build awareness of AMCP and managed care pharmacy and grow membership</li> <li>• Build an organization that is #AMCPmember1st</li> </ul>	<b>Areas of Focus</b> <ul style="list-style-type: none"> <li>• Financial Performance</li> <li>• Membership Performance</li> <li>• Operational Excellence</li> <li>• Thought Leadership</li> <li>• Exceptional Governance</li> </ul>



# Board Criteria and Position Descriptions

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 as they develop 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 PRESIDENT

### 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 five (5) consecutive years in order to serve
- 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 for 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.



# Board Criteria and Position Descriptions



## **PRESIDENT-ELECT**

### **The President-Elect shall, through their office:**

- Prepare for their term of office as President and understand AMCP's organization, including its:
  - o Bylaws and strategic plan
  - o staffing
  - o structure and function
  - o resources and processes
  - o ongoing issues and initiatives
- Prepare to support the relationships with other associations and industry Leadership
- Seek counsel from the Immediate Past President

### **Responsibilities:**

The Presidency of AMCP is for 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.

- 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 JMCP Editorial Advisory Board
- Serve as a member of the AMCP Finance Committee
- Serve as Board Liaison to assigned AMCP committees
- Attend all Board Meetings and orientation
- 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 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.

# Board Criteria and Position Descriptions

- 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 assigned AMCP committees
- Attend all Board Meetings and orientation
- 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 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.

## **IMMEDIATE PAST PRESIDENT**

**The Immediate Past President shall, through their elected office:**

- Act as a mentor to the President-Elect
- Support 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 assigned AMCP committees
- Serve as Liaison to Past Presidents & Founders Advisory Council
- Attend all Board Meetings and orientation
- Attend the Leadership Meeting
- Attend assigned Committee meetings

# Board Criteria and Position Descriptions

- Attend Legislative Days
- Attend the AMCP Annual Meeting and 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. During the year, 3 to 4 additional days of ad hoc meetings or preparation time may be required.

The AMCP Immediate Past President can expect to spend 2 to 3 hours per week reading AMCP material, preparing for AMCP activities, and communicating electronically.

## **OFFICE OF THE TREASURER**

### **Qualifications for the Treasurer**

- AMCP Active Member in good standing for five years
- Ability to serve the full two-year term of office
- Proficiency in interpreting and analyzing financial reports
- Skills and experience aligned with the desired competencies as determined by LDC and the Board
- Support from your employer

### **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
- Collaborate with staff and investment manager to manage AMCP's investments
- Serves as an authorized check signatory
- Attends all Board Meetings and orientation
- 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

# Board Criteria and Position Descriptions

## **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. During the year, 3 to 4 additional days of ad hoc meetings 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 five 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
- Support from your employer

### **Term of Office**

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

### **Responsibilities:**

- Serves as Board Liaison to assigned AMCP committees
- Report activities of the committee to which you are the liaison
- Attends all Board meetings and orientation
- Attends all Leadership Meetings
- Attends assigned 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 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. Throughout 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 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 who can build trust and influence within the managed care pharmacy profession.

## **ENGAGES AS STEWARDS**

Good steward of the organization's resources.





# Serving on the AMCP Board of Directors

AMCP operates on a two-year strategic cycle (the Office of the Presidency operations on a three-year cycle), during which the Board of Directors serve. As previously outlined, the Board is responsible for AMCP's strategic direction. Those responsibilities are largely executed via committee and Board meetings.

## **BOARD MEETING FREQUENCY:**

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 participate in five Board meetings annually.
  - o In-person Meetings:
    - Board and Leadership Meeting in February [3-days]
    - AMCP Annual Board Meeting in March or April [4-5 days]
    - Summer Board Meeting in July [2-days]
    - Nexus Board Meeting in October [4-5 days]
  - o Virtual Meetings:
    - Board Meeting in December [1-hour]
  - o Additional Board calls may be scheduled as needed.
  - o Attend selected educational programs and association activities.

## **BOARD MEETING AGENDA:**

Board meeting agendas range from four hours to two days, depending on the meeting format and content. Most meetings include Generative Discussion, Strategic and Governance Matters, Consent Agenda and an Executive Session.



# Serving on the AMCP Board of Directors

Ahead of each meeting the Board receives a Board Book that provides background information relevant to the presentations, discussions, and actions slated for the upcoming meeting.

## **BOARD COMMITTEES:**

**To manage the Board's responsibilities and workload, there are four standing committees:**

- Executive Committee
- Finance Committee
- Leadership Development Committee
- Policy Review Committee

## **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 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 AMCP.
- Actively participate as a Board Liaison to an assigned Committee(s).

## **STAFF SUPPORT FOR THE BOARD:**

AMCP staff ensures the Board is prepared, well supported, and able to conduct business efficiently and effectively. The AMCP CEO and the Executive Office team ensure operational excellence for the Board and AMCP activities. The AMCP CEO working with Executive Office staff manages meeting agendas, supports Board member travel and reimbursements, and ensures all governance responsibilities are met.



# 2026 Election Cycle

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

DATE	ACTIVITY
June 20	Call for Applications Opens
August 1	Board Applications are due to AMCP by 11:59 pm ET
September 2-5	Candidates contacted by the Leadership Development Committee Chair
September 8-9	Candidate interviews with the LDC via video conference
October 27	Slate of candidates presented to the Board of Directors for approval
November 10	2026 slate of candidates and the petition process shared with the AMCP membership
December 4	30-day Petition Process Deadline per the AMCP Bylaws

## 2026

February 3-4	Board Orientation in Washington, DC
April 13	Term begins for the new AMCP Board members



**While service on the AMCP Board of Directors is uncompensated. AMCP ensures that all expenses related to AMCP Board service are directly funded by AMCP or reimbursed.**

**Board Member Expenses and Reimbursement**

AMCP has a Board travel policy. Below are highlights for your awareness.

As an AMCP volunteer traveling for business, the organization covers:

- Transportation (air, train, car)
- Hotel
- Other expenses including meals and related incidentals