

# APhA Foundation Executive Residency in Association Management & Leadership

*The APhA Foundation Executive Residency is a postgraduate training program conducted at the Headquarters of the American Pharmacists Association Foundation in Washington, DC. Coordinated under the direction of the Executive Director of the APhA Foundation, this residency aims to train pharmacy college graduates in the many aspects of association management.*



Dr. Dennis Helling, APhA Foundation  
President 2010-2012, and Lindsay Watson

“The APhA Foundation Executive Residency has given me a deep understanding of association management and has sharpened my ability to think big, set realistic goals, and outline the incremental steps needed to succeed. The residency strengthened my communication, organizational, and critical thinking skills, which has allowed me to easily transition into my current role as the APhA Foundation Director of Applied Innovation.”

Lindsay Watson, Executive Resident 2010-2011  
Director of Applied Innovation  
APhA Foundation  
Rutgers University, Class of 2010

## Purpose and Objectives

- Train individuals for leadership positions within the profession and in national, regional, state and local professional pharmacy or other health-related organizations.
- Provide an opportunity for interested pharmacy college graduates to receive training and experience in association administrative practices and procedures.



“As a young pharmacist interested in leadership, policy, and advocacy, the APhA Foundation Executive Residency program helped to shape my knowledge and understanding of association management. This experience refined my own leadership and communications abilities – skills that translate into any practice setting or profession. At the organizational level, I gained so much from creative and talented staff members who have backgrounds and experiences inside and outside of healthcare. The most rewarding activity was the ability to advance the profession through collaboration – as a participant in interdepartmental activities at APhA and in multi-stakeholder coalitions.”

Brian Lawson, Executive Resident 2008-2009  
Director, Professional Affairs  
Board of Pharmacy Specialties  
West Virginia University, Class of 2008

## Residency Training Schedule

- The Resident participates in an orientation program with the APhA Foundation, APhA, the Pharmacy Technician Certification Board, Board of Pharmacy Specialties, and the Pharmaceutical Services Support Center.
- The Resident completes three to five major projects, based on a training schedule constructed in consultation with the APhA Foundation Executive Director. The schedule consists of a minimum of 2000 hours training time, extending over a period of at least 50 weeks.
- At the discretion of the Executive Director, the Resident attends meetings of the Board of Directors, key committees and the Advisory Committee. When feasible, the Resident attends conferences and meetings of Congressional Committees, federal agencies and professional organizations including the American Medical Association, the United States Pharmacopeia Convention, Joint Commission of Pharmacy Practitioners and other professional pharmacy and health-related organizations. Visits to other associations are also scheduled.
- The Resident will attend and actively participate in professional staff meetings and will serve as an observer or participant member on specified staff committees and task groups.

## Qualifications and Selection of the Applicant

- The applicant shall be a graduate of an Accreditation Council for Pharmacy Education (ACPE) accredited college or school of pharmacy.
- The applicant shall be recommended by present or former employers, preceptors, college faculty or dean.
- Selection of the applicant shall be the responsibility of the APhA Foundation Executive Director.

## Compensation

The Executive Resident receives a stipend and benefits, including:

- Social Security withholdings through payroll deductions.
- Health and dental insurance for the Resident. Family coverage may be obtained.
- Group term life insurance and long-term disability insurance.
- Ten days personal leave during the one-year period.

## Certificate

- The Foundation awards the Resident a certificate upon satisfactory completion of the APhA Foundation Executive Residency.



"The APhA Foundation Executive Residency in Association Management and Leadership provided me with the insight and ability to effectively navigate and impact the healthcare system. Being trained for leadership positions within the profession and other health-related organizations, The residents are given the ability to pursue diverse career options, including ones in academia, association management, consulting, government agencies, and pharmacy management. As the 2009-2010 Executive Resident, I worked collaboratively with external pharmacy groups and departments within APhA. The experiences I gained in one year revolutionized my understanding of the field and led me up a career path that would have been unimaginable prior to the residency."

Megan Sheahan, Executive Resident 2009-2010  
University of Wisconsin – Madison, Class of 2009

## APPLICATION INFORMATION AND PROCEDURES

1. There is no formal application form. Applicants should electronically submit a cover letter, curriculum vitae and two recommendation letters addressed to the Executive Director of the APhA Foundation, Mindy D. Smith. The following information must be included:
  - Contact information: Name, address, phone number, and e-mail address.
  - Education and training: Institutions, location, years attended and dates of graduation, type of training or major subjects, degrees and certificates.
  - Professional and related experience: Institution or organization, location, dates, type of work and position title.
  - Organizational memberships: Professional, honorary, service, and social.
  - Publications.
  - Honors or awards received.
  - Personal objectives: A brief description of future goals and aspirations and why the applicant believes the APhA Foundation Executive Residency will be of value.
  - Two recommendation letters from any of the following: a present or former employer, preceptor, college faculty or dean. Submit directly to Mindy Smith at [info@aphafoundation.org](mailto:info@aphafoundation.org)
2. Final candidates will have a personal interview, at the candidate's expense, at APhA Headquarters in Washington DC.
3. Appointments begin in mid-June and terminate by June 30 of the following year.
4. The deadline for receipt of application materials is **January 9, 2015.**
5. Applicants will be notified of the selection committee's decision no later than **February 2015.**