

## Role of Membership Committee Members

Members of the Membership Committee should:

- Be professionally active, whether or not currently practising as a pharmacist
- Have a good knowledge of the health care system and an understanding of the role of pharmacy
- Have a working knowledge of the Charter Objects, strategy, activities, governance and management of the Society. For more information visit:
  - <http://www.rpharms.com/home/about-us.asp>
  - <http://www.rpharms.com/about-us/how-we-are-governed.asp>
- Be willing and able to represent the views of the Membership Committee to other bodies within the Society and in external forums
- Commit 1 day per year to a Membership Committee meeting, time to review non-standard membership applications and other matters as and when required by the Society's membership team and allow time to participate in online discussion forums established for the committee
- Provide advice and support to the Society's staff
- Abide by the Code of Conduct for Members in governance (see the Governance Handbook at <http://www.rpharms.com/about-us/how-we-are-governed.asp>)

Personal qualities:

- Accepts the need for collective responsibility for decisions taken
- Works to achieve results and is willing to compromise in the name of progress
- Respects the 'expert' role of staff and others
- Networker, builds relationships and develops high level of interactive skills
- Is open to new ideas, willing to learn and able to admit errors
- Demonstrates a statesmanlike approach

- Exercises diplomacy

### Chair

Additionally the Chair of the Membership Committee should:

- Be an ambassador for the profession
- Be an experienced and skilled chair of meetings
- Ensure that, in reaching decisions, the committee takes proper account of the Society's strategy, opinions of members, guidance from other bodies in governance and staff, and any implications of decisions
- Take responsibility for the good governance of the Membership Committee
- Ensure appropriate induction and mentoring of newly elected/appointed members of the Membership Committee
- Promote effective working relationships between the Membership Committee and staff
- Be able to commit the time to fulfill the role

In addition to the generic profile for Membership Committee members, the following details are considered as important for the role and remit of all committee members:

- Market the Society to members and to potential new members
- Monitor delivery of strategy
- Show leadership across the profession
- Provide the wider representation, to the pharmacy vision
- Be ambassadors and representatives of the profession
- Provide a motivating direction for the profession
- Adopt a change culture

- Being inclusive to other groups
- Provide good value for the profession
- Analytical understanding and a logical approach to problem solving
- Ability to see the external environment as others see it
- Ability to promote the Society internally and externally in a positive and constructive way
- Understanding of team member role, listens/works constructively with others