**ADVOCACY REPRESENTATIVE**

The Advocacy Representative shall be elected by Branch Members and hold office for a two-year term. The Advocacy Representative may serve a maximum of six (6) consecutive years in a single role. The following are the duties and responsibilities of the Advocacy Representative.

The Advocacy Representative shall:

1. Receive all files pertaining to advocacy from the out-going Advocacy Representative.
2. Attend Branch Council and Branch General Meetings.
3. Develop advocacy strategies and plans for the year in discussion with members of Branch Council and Branch Committees.
4. As needed, liaise with CSHP national office and executive regarding advocacy initiatives or issues.
5. Annually, liaise with CSHP national office in finalizing CSHP Pharmacy Appreciation Month (PAM) advocacy campaign materials.
6. Annually, coordinate NS Branch PAM campaign, including organization and purchase of any PAM promotional materials. Collaborate with NS branch Membership Committee to promote PAM on social media.
7. Provide local support to NS Branch for specific CSHP advocacy campaigns by maintaining a strong liaison with professional organizations, such as the Nova Scotia College of Pharmacists, the Pharmacy Association of Nova Scotia, and other branches of CSHP, as well as with hospital pharmacy leadership teams and government officials.
8. Investigate how other professional groups and organizations handle advocacy initiatives or issues relevant to the NS branch (to learn from the experiences of others).
9. Prepare and submit an Advocacy Report as required for general meetings and the AGM.
10. Provide advocacy materials to the Website Coordinator for posting to the Branch Website (e.g., recognizing member achievements) and to the membership committee for posting on social media.
11. Submit all files pertaining to the incoming Advocacy Representative and review and discuss all pertinent data with the incoming Advocacy Representative upon termination of duties.
12. Review current terms of reference (TOR) governing the position and suggest revisions to the Advocacy Representative TOR. This should occur with each changeover of the position.