

Oregon Society of Medical Assistants
Report of the President-Elect
OSMA General Assembly for period ending May 13th 2022

Be familiar with all phases of OSMA's activities, including the work of the Committees. Observe and gain an understanding of the duties of the Presidency and assist the President as requested. Assume the duties of President in the event of his/her absence. Succeed to the office of President in the event of a vacancy or at the end of the current term. Responsible for the distribution of the OSMA Awards Application forms to the Chapters. Coordinate the judges and awarding the following; Betty Hill Outstanding Service Award, Medical Assistant of the year Award, Outstanding Educator Award, Excellence in Community Service Award, and Professional Achievement Award. Volunteer to be on a Committee or Strategy Team of the AAMA. Plan and execute the OSMA Leadership event with the Leadership and mentoring Committee. You may ask the President to help as well. Direct the Treasurer to send a deposit, if required. Plan to attend any Chapter visitations with the President. Automatically succeed the President at the end of the term as President Elect. Plan for the following year when you will be the President. Prepare by submitting a list of your chosen Board Chairs, Parliamentarian, Inspirational Messenger, and Audit Committee to the President for approval at the Pre-Conference Board meeting.

Continuing to learn roles and responsibilities of President-Elect and President through the mentoring of current OSMA President, Paula Purdy.

Planned and implemented the [OSMA Leadership Workshop](#) on March 5th from 9:00am to 1:00pm. Speakers included Dr. General Johnson – Public Health and Wellness Strategist, Selena Burgher – Clinic Manager with Metro Pediatrics, and myself. Leadership Workshop was successfully delivered via Zoom due to address ongoing challenges related to COVID and support the community. The event was not worth AAMA CEUs, however, participants received a [certificate of engagement](#). Special discussion on “self-care and leadership” led by Andrea Erickson.

Registered to attend NW Regional at the Holiday Inn Portland, Columbia Riverfront May 12th – 14th and plan on attending all three days.

Developed an online/electronic link to collect award nominations via [Google Forms](#). Emailed information with link and resources to all OSMA members.

Virginia Chambers CMA(AAMA), BS, MHA
OSMA President Elect