

Psychedelic Medicine Task Force

Vice Chairperson's Role (DRAFT)

The task force vice chairperson will work in conjunction with the task force chairperson, MDH Psychedelic Medicine Program Staff and MAD consultants, and any other potential Task Force officers to help create and maintain the processes, structure, annual work plan, and meeting agendas that allow the Task Force to be effective and efficient. To that end, the vice chairperson:

- Supports Task Force chairperson during meetings in conjunction with the facilitator, separating roles as skills and efficiency dictates.
- Stewards the chairpersons process of decisive decisions during meetings to bring the group back on topic, recommend actions when Task Force members have reached an impasse, and help members abide by their Guiding Principles and Working Agreements.
- Ensures balanced input and decision making rather than an individual agenda.
- Participates in at least one debrief or planning session with the program administrator and facilitator per Task Force meeting to maintain awareness of current issues that directly impact the Task Force's agenda and priorities.
- Communicate via email as needed with chairperson and program staff.
- Assumes temporary responsibilities of the chairperson if the chairperson becomes unavailable and/or incapable of performing such responsibilities.

Critical Vice Chairperson Characteristics (DRAFT)

- Enthusiastic thought partner and problem solver in coordination with chairperson, director, and facilitator.
- Able to work across various lines of difference to help find common ground.
- Skilled at balancing out the voices of all members rather than the most vocal.
- Demonstrates basic understanding of the potential public health impact (e.g., history, research, and implementation) of psychedelic medicine (MDMA, LSD, and Psilocybin) and associated policy and cultural considerations.
- Able to balance a group's need to understand and discuss with its charge to act.