

NIIMBL Workforce Activities Committee (WAC) Academic & Non-Profit Representative Characteristics & Responsibilities

Characteristics of an Effective WAC Representative

NIIMBL's WAC will rely on representatives who can meaningfully connect the institute's goals with the realities of their own organizations and the broader biopharmaceutical ecosystem. Strong, well-positioned reps are essential because they bring forward grounded insight, ensure member perspectives genuinely shape NIIMBL's priorities, and help translate evolving workforce needs into actionable, high-impact strategies. Their engagement strengthens alignment, deepens collaboration, and ultimately increases the effectiveness and credibility of NIIMBL's workforce efforts.

Academic / Non-Profit Representative Characteristics

Category:	Qualities:
Experience	Biopharma education, training, and workforce development experience & interest
Ecosystem Awareness	Broad awareness and connectivity across key ecosystem stakeholders
Workforce Strategy	Provide input on education, training, and talent development best practices
Representation	Holds stature and commitment to represent NIIMBL and peers effectively

Representative Responsibilities

Each WAC Representative plays an important part in advancing NIIMBL's mission in biopharmaceutical workforce development. The responsibilities below outline the key commitments expected of every WAC member in support of that mission. By fulfilling these responsibilities, representatives help the WAC operate effectively and deliver meaningful results for the NIIMBL community. This shared commitment to active participation and collaboration ensures the committee's work has a strong impact.

Strategic Guidance

- Shape direction for NIIMBL's workforce strategy by helping identify priorities that align with NIIMBL's mission and industry needs.
- Spot and elevate key workforce trends, emerging gaps, and challenges that NIIMBL should address through programs and initiatives.
- Advise on strategic approaches that ensure NIIMBL's workforce activities remain relevant, targeted, and high-impact.

Engagement & Participation

- Participate actively in WAC meetings by coming prepared, contributing insights, and engaging fully in discussions and decisions.
- Academic / Non-Profit WAC representatives will co-lead a Workforce Standing FLIC (Forums for Learning Innovation and Collaboration) to bridge insights between industry and academic peers.
- Support ongoing work by joining subcommittees, working groups, and FLICs, and moving assigned tasks forward between meetings.
- Maintain continuity by staying responsive, connected, and involved in committee efforts throughout the year.

Representation & Communication

- Provide a direct connection into your organization by coordinating with relevant colleagues and experts to supply informed input. Keep communication moving both ways to support sound committee decisions and internal alignment.

Decision-Making & Oversight

- Review and assess workforce project proposals and initiatives to ensure quality, feasibility, and alignment with WAC priorities.
- Participate in votes and consensus processes in accordance with NIIMBL guidelines.
- Monitor progress on NIIMBL workforce activities and recommend adjustments that keep plans on track.

Support of NIIMBL Workforce Initiatives

- Champion NIIMBL workforce programs within your organization and professional network.
- Encourage participation in NIIMBL activities such as internships, project collaboration, and training events.
- Share successes and effective practices to build awareness, engagement, and support for NIIMBL's mission.

Time Commitment

This is not intended to be a passive role. Elected WAC co chairs play an active and hands on leadership role in shaping NIIMBL's workforce agenda and ensuring strong engagement across the Workforce Activities Committee (WAC) and the Workforce

Community FLIC. While the precise structure and workflows of the re envisioned WAC and WC FLIC will continue to evolve, candidates should anticipate a meaningful time commitment. Co chairs will help shape discussions, steward engagement across the ecosystem, and collaborate on developing processes and outputs that support NIIMBL's workforce strategy. Individuals considering this opportunity should anticipate a recurring leadership commitment with periodic spikes in activity, especially around meeting cycles, planning phases, and collaborative FLIC work.