



Partnership Purpose

The Partnership to Align Community Care (Partnership or P2ACC) is a national learning and action network that unites partners across healthcare, community-based organizations, and government to advance sustainable and aligned health and community care systems. The Partnership achieves this work through cross-sector collaboration and co-designed solutions leveraging community care hubs (CCHs) to promote whole-person health.

Mission: To advance sustainable community care hubs (CCHs) as an effective, efficient, community-based care infrastructure to address upstream drivers and achieve whole-person health.

Vision: A fully integrated health care and community ecosystem in which CCHs enable full participation from Community Based Organizations (CBOs) and serve as a critical component of the community care delivery system achieving whole-person health.

Roles and Responsibilities

Partnership to Align Community Care Co-Chairs:

- Lead P2ACC Membership and Steering Committee meetings, ensuring they are well-organized, inclusive, and productive
- Manage P2ACC staff
- Lead recruitment of new members to P2ACC and ensure that P2ACC is representative of relevant stakeholders
- Guide decision-making of Steering Committee and P2ACC
- Ensure effective communication on behalf of P2ACC with members, partners, funders, and the public
- Serve as formal P2ACC public spokespeople, as appropriate, or directly delegate alternative spokespeople for relevant opportunities
- Serve as a point of contact for members of P2ACC and Steering Committee - encourage participation and address individual questions/concerns
- Manage and oversee consultants
- Engage in fundraising to support P2ACC activities

Fiscal Sponsor:

- Enter into contracts and staff arrangements on behalf of P2ACC
- Serve as an ex-officio member of the Steering Committee
- Submit, manage, and report on grant and other funding sources
- Facilitate budget reporting and record keeping
- Assume fiduciary risk on behalf of P2ACC

Steering Committee Members:

- Actively participate in monthly Steering Committee meetings and establish the strategic direction of the Partnership on an annual basis



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- Serve as an oversight entity to ensure adherence to determined priorities
- Represent P2ACC in meetings with other groups, including sharing strategy, recruiting members, and making introductions
- May lead Work Group/(s)/committee(s) to advance P2ACC efforts
- Contribute ideas, relationships, and energy to advance the work of the Steering Committee and P2ACC
- Contribute to planning of quarterly P2ACC membership meetings
- Identify and help pursue fundraising opportunities for P2ACC

Standing or Ad-Hoc Work Group Chairs/Co-Chairs:

- Coordinate with P2ACC Co-Chairs, staff, and Steering Committee members to develop work group charters outlining activities and deliverables of the work group
- Plan/lead work group meetings to ensure they are well organized, inclusive, and productive
- Coordinate with P2ACC staff to facilitate work group activities and deliverables as defined
- Recruit and regularly communicate with work group members
- Facilitate strong project management- craft/recommend charter to Steering Committee, including goals, for work group that are in line with goals of P2ACC
- Lead work group to ensure members feel included and respected
- Delegate tasks and ensure accountability
- Report on progress regularly (quarterly or month as appropriate) to Steering Committee
- Serve as public facing leader of work group

Partnership Member:

- Participate in quarterly membership meetings
- Monitor and support P2ACC communications and activities
- Represent your organization and/or stakeholder group's interests, ideas, and concerns
- Encouraged to participate in P2ACC activities and work groups, contributing ideas, relationships, and energy to advance the work of the P2ACC
- Share information - serve as a two-way communication link between your organization/community and the P2ACC
- Contribute resources – intellectual, financial, human, and informational, where possible

Staff:

- Manage activities of P2ACC, including organizing and supporting meetings of Steering Committee, Membership, work groups, and Coordinating Committee
- Share work with P2ACC leadership to pursue development opportunities for additional resources
- Share promoting member expansion/recruitment
- Staff lead creation and dissemination of meeting invites, agendas, meeting materials, and Minutes.
- Engage ongoing and new P2ACC members
- Develop and facilitate all P2ACC membership and leadership meeting agendas and follow up
- Develop workplans and manage work of contractors and consultants
- Coordinate P2ACC participation in and contributions to ACL Moonshot



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- Manage all P2ACC communications, including website, newsletter, social media, written products (briefs, toolkits, etc.), and webinars
- Serve as a primary point of contact for all P2ACC stakeholders
- Monitor and report progress towards annual goals and grant deliverables