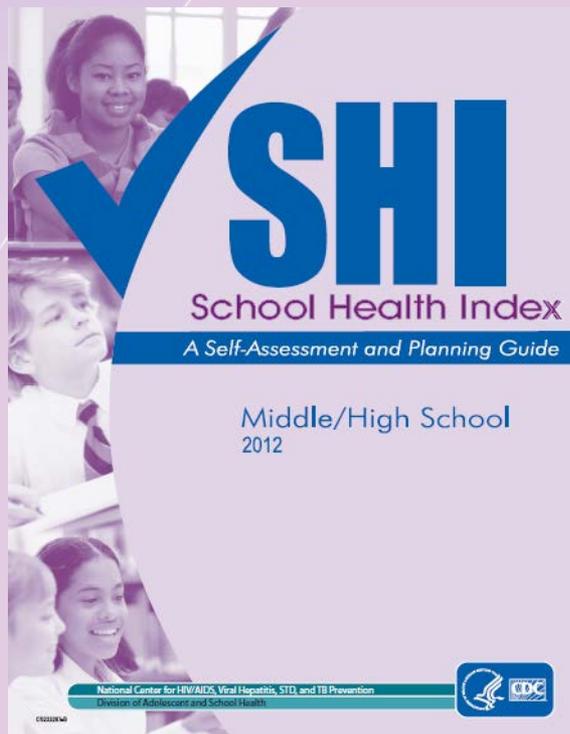




DEPARTMENT OF HEALTH AND HUMAN SERVICES
CENTERS FOR DISEASE CONTROL AND PREVENTION



Role of SHI Coordinator

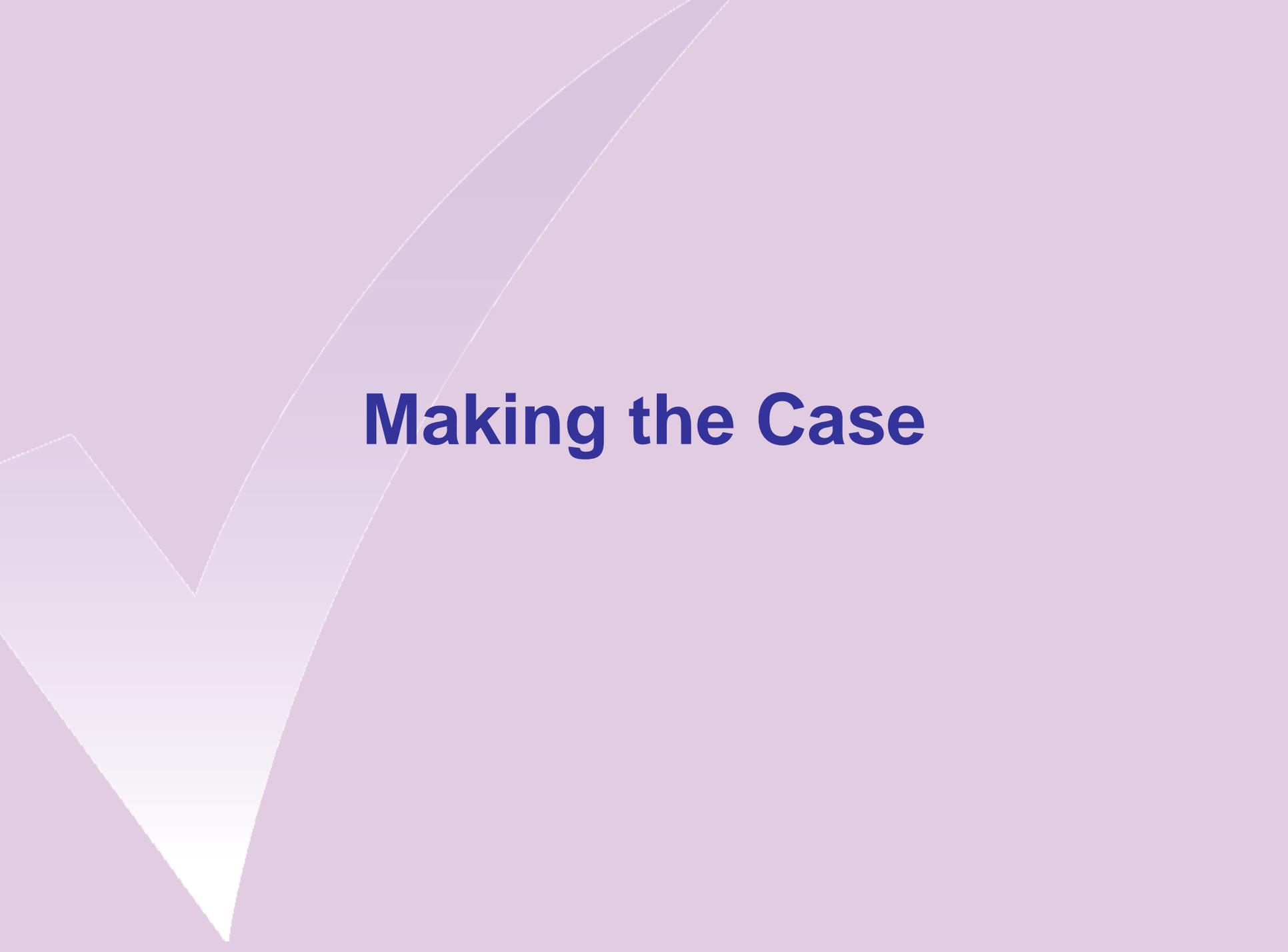


Role of SHI Coordinator

1. Help gain administrative buy-in
2. Assist the school in developing a SHI team
3. Secure time to work on the SHI
4. Facilitate the team through the SHI process
5. Follow-up with implementation of the SHI action plan
6. Provide support and resources



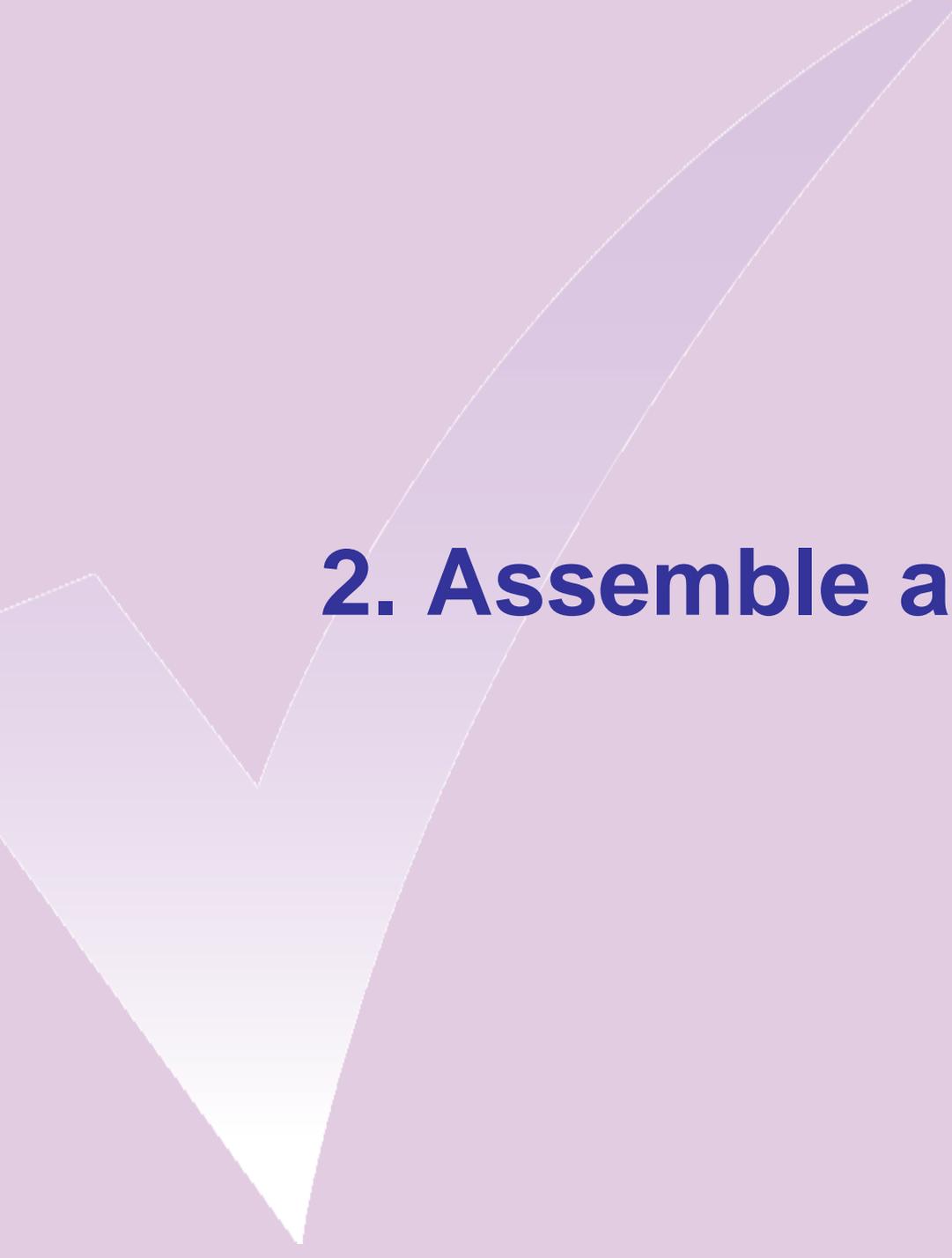
1. Administrative buy-in



Making the Case

Administrative buy-in

- Administrative support for both the SHI process and implementation of the action plan
- Gain support before the process begins



2. Assemble a SHI team

Who are potential team members?

- Have an interest in youth
- Understand the community
- Have professional ability
- Are willing to devote time
- Have credibility
- Are representative of the population

Key School Representatives

- Students
- Administrators
- Health coordinators
- Health education teachers
- Physical education teachers
- Other teachers
- Health service providers
- Nutrition services staff
- School site health promotion staff
- Counseling, psychological and social services providers
- Other school staff (e.g., custodians, bus drivers, media specialists, aides)

Key Community Representatives

- School boards
- Parents
- Faith community
- Business
- Voluntary health organizations
- Youth-serving organizations
- Health care
- Mental health
- Social services
- Local and county government
- Recreation
- Law enforcement
- Pre-school programs
- Elderly
- Media

Remember—leadership takes many forms!

- Charisma
- Connections
- Expertise
- Fame and visibility
- Integrity and credibility
- Life experiences
- Persuasive ability
- Position
- Resources

3. Secure time for the team

Try to get protected time for the team

- Professional development day
- Teacher workday
- Staff meetings
- After-school meetings
- PTA/PTO meetings



4. Facilitation

Facilitation Tips

- Be respectful of difference
- Engage everyone in the group
- Be organized and know your goals
- Carefully manage time to maximize efficiency

Facilitation Tips

- Be a resource, not a participant
- Model communication skills
- Assign responsibilities
- Use group memory to reflect on goals accomplished



5. Follow-up

Follow-up

Don't take on the universe in one
year!!!

Make sure the school has selected a
MANAGEABLE number of changes for the
school year

Follow-up

- Monitor the school's progress in implementing its action plan
- Celebrate **SUCCESSSES!**
- Plan for a reassessment



6. Provide support and resources

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