

**ARIZONA DEPARTMENT OF EDUCATION
Health and Nutrition Services**

**Application for: SCHOOL HEALTH INDEX FACILITATOR
August 2010 – October 2011**

The Arizona Coordinated School Health team through the Community Putting Prevention to Work program is seeking individuals who meet the following criteria:

- Has training experience with **adults**
- Has a degree or certification, or **demonstrated experience** in Health Education, Education, Curriculum Development, and/or related field (such Public Health)
- Has a strong understanding of the school environment regarding operationally and organizational structure
- Is organized, self-reliant, motivated, and an effective communicator
- Is familiar with the **Coordinated School Health Program (CSHP)** model
- Has flexibility in schedule to be able to meet according to **School Health Advisory Councils (SHAC)** schedule (days or evenings), as well as limited travel

The information in this application will be used to select approximately 15-20 qualified participants throughout the state to serve in upcoming Coordinated School Health/School Health Advisory Councils programs. One of the specific objectives will be to work directly with the School Health Advisory Councils (SHAC) to complete the School Health Index (SHI) assessment, and assist the School Health Advisory Councils assessment by providing resources.

***Please Print Legibly**

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1. NAME:

5. Current Position :

Last

First

School District/Site (if applicable):

2. Email Address:

Total student enrollment (school or district): — _____

3. Telephone Contact Information:

1 Work.

2 Cell.

6. Please initial that you understand the commitment for time and limited travel.

Yes I can accommodate possible day or evening meetings

Yes I understand limited travel is required

What County are you located in:

County City

4. Mailing Address:

7. Do you have professional experience in facilitating a group?

If Yes, please describe No

ARIZONA DEPARTMENT OF EDUCATION
Health and Nutrition Services

❖ Please provide a biography highlighting your educational background, qualifications, and desire to participate (a separate page/resume may be attached):

IMPORTANT: Completed application must be emailed to [SHI Facilitator](#) or faxed to 602-542-1531. Questions please contact [Barry Leimkuehler @ \[barry.leimkuehler@azed.gov\]\(mailto:barry.leimkuehler@azed.gov\)](#). CLOSING DATE FOR APPLICATION: **September 10th, 2010.**

Process:

- Complete Application
- Provide resume with background experience and training that is compatible with role of facilitator
- If selected, applicant will be required to attend an orientation, and a full-day of training provided on Monday October 4th, 2010
- Individuals selected will be notified by September 17, 2010

ARIZONA DEPARTMENT OF EDUCATION
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Health and Nutrition Services

Introduction

The School Health Index (SHI) is a self-assessment tool for primary and secondary schools designed to help school staff and others actively involved with the school to evaluate the strengths and weaknesses of school-based health promotion programs, policies, and to plan for further improvement. The SHI is structured around the Centers for Disease Control and Prevention (CDC) Coordinated School Health model (CSH) which consist of eight components: Health Education, Physical Education, Health Services, Nutrition Services, Counseling and Social Services, Healthy School Environments, Health promotion for Staff, and Family and Community. SHI assessment items were developed from empirical research policies and practices utilizing school health advisory councils (SHAC). The School Health Advisory Council is a group of individuals who represent both the school and the community. This group acts collectively to provide advice to the school system on aspects of the school health program.

As school-based efforts are encouraged to address the epidemic of childhood obesity, a priority for health professionals and educators will be to identify effective tools appropriate for use in schools to help guide health promotion programs and policies.

Purpose:

As part of the *Arizona Champion for Change: Communities Putting Prevention to Work* program, the SHI Facilitator will help to achieve statewide nutrition, physical activity, and tobacco use prevention effort by working directly with schools for policy change. The use of a SHAC for creating a functioning process for policy change will work towards strengthening local wellness policies and expanding the use of School Health Index.

Objectives:

The SHI Facilitator works directly with School Health Advisory councils (SHAC) to identify schools interested in completing the SHI, assists SHACs in SHI assessment, and provides resources for SHAC and SHI by October 2011. Each SHI Facilitator will be responsible for a working with a minimum of three schools.

Roles and Responsibilities of SHI Facilitator:

- Has strong leadership role in the process
- Meets with stakeholders to understand SHAC and SHI utilization
- Provides resources for process building
- Assertively facilitates all group sessions

ARIZONA DEPARTMENT OF EDUCATION
Health and Nutrition Services

- Provides stakeholders with training in group facilitation skills
- Helps the group assess outcomes of SHI and develop short and long term goals for the school

Goals of SHI Facilitators:

- Gain school administration's support
- Build team infrastructure
- Team sustainability

SHI Facilitator Expectations:

- Coordinate a minimum of three schools/districts to assist in development or enhancement of SHAC and completion of SHI
- Be able to completely and clearly explain CSH, SHAC, and SHI to various stakeholders, communicate process and procedures, goals and desired outcomes
- Visit each site a minimum of three times during a 12- month time period (two for training, one for follow- up)
- Provide on-site training to school sites for technical assistance (travel required)
- Keep detailed records in order to complete required reports (monthly, quarterly, annually)

SHI Facilitator Skills, Knowledge, and Abilities:

The Arizona Department of Education along with Arizona Department of Health Service is seeking individuals who meet the following criteria:

- Has training experience with **adults** (not only classroom teaching experience)
- Has a degree or certification, or **demonstrated experience** in Health Education, Education, Curriculum Development, and/or related field
- Has a professional understanding of school health
- Is organized, self-reliant, motivated, and an effective communicator
- Has familiarity with the Coordinated School Health Program (CSHP) model
- Has flexibility in schedule to be able to meet according to SHAC schedule (days or evenings), as well as limited travel

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Health and Nutrition Services