



Southern Region Program Leadership Network Community Resource Development

A QUICK START KIT FOR NEW INCOMING MEMBERS OF COMMUNITY RESOURCE DEVELOPMENT COOPERATIVE EXTENSION PROGRAM LEADERSHIP NETWORK

Southern Region Program Leadership Network Mission: The mission of the SR-PLN is to foster and strengthen Extension education programming throughout the southern region by promoting multistate cooperation, anticipating emerging program issues and needs, and implementing action processes to address them in a timely manner.

Why are you here? Congratulations! You were selected by your institution to represent your University's Extension program's Community & Economic Development unit and state within this regional setting. This is not a professional development conference. This is a 4-day annual meeting that affords us the opportunity to pursue multi-state and multi-institutional communication surrounding current and emerging issues in the area of community and economic development.

What is the Community Resource Development (CRD) Program Committee? We represent one of the eight program committees that comprise the Southern Region Program Leadership Network. Our membership consists of the Southern region's Cooperative Extension community & economic development program leaders from the 29 land grant institutions (1862s and 1890s,) located within our 13 state service delivery area.

What is the leadership structure for the Community Resource Development Program Committee? Our Committee also has the following leadership positions: Chair, Vice Chair and Secretary. A simple election process occurs each year to identify the secretary. In subsequent years the secretary rotates to the Vice Chair role, and then serves as Chair. Each position has a one-year term.

Committee Chair:

- Facilitates the annual CRD Program Committee at PLN
- Convenes committee conference calls on at least a quarterly basis. This entails setting dates, generating an agenda, and arranging logistics

Vice Chair:

- Provides side-by-side support for the Committee Chair in all assigned roles
- Provides leadership for the Chair's assigned roles if he/she is absent for a call

Secretary

- Prepares minutes for all CRD Program Committee meetings inclusive of annual meeting and bi-monthly conference calls.
- Works with the Chair on the development of agendas and disseminate to the committee.

Program Leadership Committee (PLC) Representative:

- Participates in PLC calls and meetings to represent the Program Committee.
- Reports committee successes/progress to the entire PLC.
- Serves as a communication bridge between the PLC and Program Committee.

- Ensures that the Program Committee Chair is apprised of any new information coming to or from the PLC.
- Ensures that the needs and concerns of the Program Committee are voiced to the PLC as appropriate.
- Serves as an effective member of the planning and implementation team for the Annual PLN Joint Conference.

We encourage all newcomers to consider serving as the Secretary to learn more about our committee, and serve an active role year round interacting with the other land-grant institutional partners that comprise our working group.

How are we tracking our impacts? We are aware that each state's Community & Economic Development Extension program differs based on your state's priorities and the leadership of your institution. However, our committee successfully developed the below indicators that we report on annually. Please do not be discouraged because you cannot provide data for all of the indicators listed below.

- Dollar value of grants generated by organizations or communities
- Dollar value of other in-kind resources contributed by organization or community
- Number of plans (new or revised) adopted and that have begun to be implemented in community, agency, local government, business or disaster.
- Number of participants who report new leadership roles and opportunities undertaken
- Number of businesses created, retained, or expanded
- Number of jobs created/retained
- Number of new alliances or networks formed through some type of formal agreement or MOU
- Full-Time Equivalency

How can I be an effective member of this Committee? I am so happy that you asked. Since this maybe your first meeting, you are probably feeling overwhelmed. That's okay, because we have all been there before. However, we want to assure you that this is one of the most impactful and beneficial meetings to be a part of. We are asking for you to make the following few simple commitments on an annual basis:

- Help us in strengthening our annual Southern CRD Indicator report by submitting your program's data. We are striving to have a 100% participation rate.
- Make plans to attend the Southern Region Program Leadership Network meeting annually. Remember this is a 4-day meeting that occurs in August of each year.
- Participate in our bi-monthly CRD conference calls.
- Consider becoming a member of the National Association of Community Development Extension Professionals (NACDEP). www.nacdep.net
- Consider undertaking a leadership role within our committee.

Tasks for New Member to assist CRD

- Assist secretary with keeping members informed on organization business.
- Shadow a committee member and provide assistance
- Follow up with PLC 1862 and 1890 representatives and ensure relevant information is available for national meeting.
- Collaborate with other members to meet goals of CRD objectives.
- Participate in alternating monthly conference calls.