



SOPHE Call for Consultant(s) to Develop and Conduct

New Leaders in Equity and Diversity (LEAD) Fellowship Program

Deadline to Apply: Sunday, November 28, 2021, at 11:59 pm ET

Purpose:

The purpose of the LEAD fellowship program is to prepare members of SOPHE from diverse backgrounds for leadership within the organization through a one-year fellowship. This program will build capacity with the goal that such fellows will pursue volunteer leadership opportunities within various sectors of the organization.

Eligibility:

All prospective fellows must be members of the National SOPHE. The candidates will be evaluated on their leadership potential and commitment to equity and diversity in the work that they do within the organization (see below). Each cohort will be completely comprised of individuals who identify as belonging to diverse groups; including but not limited to age, gender, sexual identity, sexual orientation, disability status, religion, military status, geographic location, economic status, work setting, etc. with a commitment that 50% of these positions will be filled by individuals who identify as Black, Indigenous, and People of Color (BIPOC). Self-nominations will be the method for candidates to express interest in the program.

Program Expectations: The requirements for successful candidates to complete the program will be to:

1. Participate in monthly cohort Zoom meetings approximately 1.5 hours in duration
2. Join and contribute to at least one Community of Practice (CoP), and make at least one monthly post to the CoP.
3. Work with other cohort fellowship members to develop and implement a project that has the potential to advance SOPHE or the health education profession, and work with SOPHE committees and staff on approval and dissemination of product(s). Examples of products can include policy briefs, resolutions, toolkits, and fact sheets.



4. Submit at least one abstract for presentation at either the SOPHE Annual Conference or the SOPHE Advocacy Summit, applying the leadership principles learned.

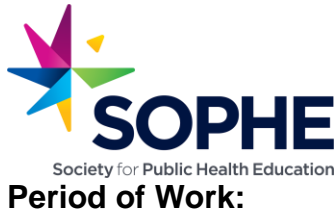
Time Commitment:

Fellows will spend approximately 1.5 hours monthly participating in virtual cohort meetings, which will focus on a variety of topics based on the HESPA II 2020 leadership competencies, including leadership development, conflict management, and professional networking. Additional time may be requested outside of monthly calls to allow for the design and development of the program. This program will run from June to May of each year and will address various inclusive work settings.

Call for Consultant

SOPHE is looking to engage one or more consultants to work with the SOPHE Professional Development Committee to complete the following:

1. Develop a skills-based curriculum based on the [Eight Areas of Responsibility for Health Education Specialists](#) (2020) competencies in leadership and other areas so that fellows can achieve the intended outcomes (see above). The curriculum may draw on some existing SOPHE resources (e.g., Advocacy in Action course, journal readings) and newly developed content developed by the consultant.
2. Implement the curriculum with the selected cohort in Year 1 through synchronous and/or asynchronous offerings each month (approx. 1.5 hrs.). SOPHE's CORE eLearn platform will provide the infrastructure for providing the curriculum.
3. Conduct process and impact evaluations, and use evaluation results to provide a final report and recommendations for future offerings of the LEAD program.



Period of Work:

December 1, 2021 – May 31, 2023

- Implement pilot program: June 2022 – May 2022

Expectations & Timeline:

- Participate in regular check-in meetings with SOPHE to discuss progress and answer questions – December 2021 – December 2022
- Develop modules that will include roughly 1 hour and 30 minutes webinars, including 8-12 interactive sessions per year. Each module will have built-in assessments of related competencies. The consultant will assist SOPHE in evaluating fellows with a formative/summative evaluation plan. The development of the modules will be in collaboration with the Project Lead team. Elements of this program are TBD.

Deliverables

- Development and implementation of a skills-based curriculum.
- Delivery of the curriculum via SOPHE’s Learning Management System (LMS).
- Evaluation plan.
- Final report with recommendations.

Contract Award

This award will provide \$14,000 in funding for both labor and out-of-pocket expenses. Renewable contract, subject to review at end of the contract. This award may be shared among more than one consultant developing this program.

To Apply:

Please submit a letter of interest with your experience in the topic area and your CV/resume to education@sophe.org. Examples of curriculum development are preferred.



Please also share this information with other researchers you think may be interested and qualified.

Qualifications:

- Provide examples of work or professional development training in leadership, advocacy, diversity, and inclusion.
- Demonstrate competence in curriculum development and instructional design via learning management systems and evaluation.
 - Master’s level degree in Public Health or in a related field.
 - Five years experience in Public Health or in a related field.
 - National SOPHE membership and CHES®/MCHES® preferred.
 - Familiarity with the NCHEC 2020 [eight areas of responsibilities and competencies](#).

Appendix

Project LEAD: A Pathway to Diversity in Health Education Leadership

PROGRAM GOAL

The goal of the SOPHE Project Leaders in Equity and Diversity (LEAD) Fellowship Program is to increase the diversity of its membership and/or member volunteer leaders within SOPHE.

PROGRAM OBJECTIVES



1. Educate about leadership skills and relevance to the health education profession and societal justice.
2. Conduct a self-assessment to identify leadership styles and areas to strengthen.
3. Provide skill-building activities to appreciate and promote diversity, equity, and inclusion, including self-awareness and cultural humility related to the health education field.
4. Coordinate with Project LEAD fellows to plan and implement a team project demonstrating skills in leadership and communication reflective of diversity, equity, and inclusion.

PROJECT LEAD FELLOWS

Project LEAD fellows are a diverse cohort of health educators or those in a health-related field from various work settings who are national SOPHE members. Diverse representation may include but is not limited to racial and/or ethnic, age, gender, sexual identity, sexual orientation, disability status, religion, military status, geographic location, and economic status.

OVERVIEW

Diverse leadership is desired in all areas of the SOPHE organization, including its Communities of Practice, chapters, task force, councils, and committees.

Representation from diverse groups can advance SOPHE's strategic plan of diversity



and inclusion. To strengthen the health education and promotion capacity to achieve health equity, SOPHE's leaders should be reflective of the populations we serve.

Opportunities to promote and prepare diverse leaders among SOPHE membership and/or volunteers are needed. Project LEAD is a response to meet this need and a pathway to increasing diversity in health education leadership. Further, this initiative also advances SOPHE's efforts to create an inclusive and diverse environment respectful of individual uniqueness and abilities.

The SOPHE Project LEAD seeks to educate and empower prospective fellows in two core areas: leadership and cultural competency. SOPHE Project Lead provides prospective fellows with the opportunity to learn more about best practices in leadership strategies, develop skills in cultural competency and build awareness of cultural humility in all aspects of the health education profession, and identify ways to become leaders within SOPHE as well as within the organizations and communities in which they serve.

The selection of Project Lead fellows will involve an application and interview process. This process includes:

- Pre-screening for eligibility
- Identifying candidates that meet the selection criteria
- Reviewing candidate applications and selecting the top 5 finalists
- Interviewing the finalists, and



- Final selection of four-five fellows. Fellows will be awarded an \$800 stipend to be used toward conference expenses for the annual meeting or advocacy summit.

The Project LEAD program is structured to enhance and strengthen each prospective fellow in the following focal areas:

- An understanding of the health education field
- Strategies to develop personal leadership skills and becoming leaders within SOPHE's various committees and Communities of Practice
- Knowledge of key topics within health education, including:
 - Systems Thinking
 - Leadership
 - Communication
 - Cultural competence
 - Ethics and professionalism

During the 1-year fellowship, prospective fellows will work closely with other Project LEAD members and SOPHE staff to develop a project and conduct research on topics that support their interests and align well with their leadership goals. Upon completing their group project, fellows will be tasked with submitting an abstract for the SOPHE Annual Meeting and be asked to reflect on their experience as a Project LEAD fellow.



PROFESSIONAL COMPETENCIES

Project Lead's project objectives will align with the National Commission for Health Education Credentialing (NCHEC) Eight Areas of Health Education Responsibility and Competencies. Below is a description of the specific areas targeted by Project LEAD:

- Area VIII, 8.1.2 – Demonstrate ethical leadership, management, and behavior.
- Area II, 2.1, 2.2, and 2.3 – Engage priority populations, partners, and stakeholders for participation in the planning process; Define desired outcomes; and determine health education and promotion interventions.
- Area IV, 4.5.1 – Communicate findings by preparing reports, and presentations, and by other means.
- Area VIII, 8.1.6 – Apply principles of cultural humility, inclusion, and diversity in all aspects of practice (e.g., Culturally and Linguistically Appropriate Services (CLAS) standards and culturally responsive pedagogy).
- Area VIII, 8.4.6 – Develop presentations and publications that contribute to the profession.

SOPHE STRATEGIC PLAN

Project Lead will support the mission of SOPHE specific to four strategic activities:



- Strategy 1, Goal 1 – Provide pre-service and in-service development opportunities to achieve health equity and increase the diversity of the profession.
- Strategy 1, Goal 2 – Expand leadership development to include anti-racism training that ensures an infrastructure for equity and inclusion.
- Strategy 3, Goal 2 – Increase public and partner knowledge and support for the profession of health education and promotion as leaders in health equity.
- Strategy 4, Goal 2 – Ensure organization policies and procedures that promote anti-racism and advance health equity.

FELLOW OUTCOMES

At the end of the 1-year fellowship, fellows will report:

- Attending required Project Lead educational sessions targeting health education leadership and related topics.
- Joining a SOPHE Community of Practice which includes active participation with at least one post to the COP forum monthly.
- Developing and implementing a Project Lead team project (policy brief, toolkit, resolution, fact sheets) that has the potential to advance SOPHE or the health education profession. A team project involves collaborating with Project Lead fellows.



- Coordinating with SOPHE committees and staff on approval and dissemination of project(s).
- Submitting at least one abstract based on the project for presentation at either the SOPHE Annual Conference or the SOPHE Advocacy Summit, applying the leadership competencies learned.