

# SARA SREB State Programs Conference

## **S-SARA Regional Steering Committee Working Groups for 2019-20**

The purpose of S-SARA work groups is to research and recommend actions and propose policies in the functional areas under their authority. S-SARA RSC has identified the following three categories of work groups to enhance its work.

**Policy & Administration**- This work group is responsible for developing policy positions and statements (except as otherwise delegated by SREB or another body) that will enhance or improve the implementation of SARA, on behalf of the S-SARA RSC membership for approval by the S-SARA RSC and presentation to NC-SARA through SREB.

Proposed goals:

- Identify and evaluate issues or trends that impact the work of the SPE
- Advocate for policies and actions that enhance the work of SPE
- Perform periodic review of existing policies to ensure they remain up to date

**Training and Development**- The purpose of this work group is to assess the information and training needs of the S-SARA RSC membership and to encourage, develop, coordinate and/or deliver responses to those needs.

Proposed goals:

- Create and coordinate an educational webinar series on best practices and other topics
- Develop a SPE Orientation
- Establish a mentoring program among S-SARA RSC members
- Develop a clearinghouse for how-to guides, tools and standard operating procedures related to SPE SARA activities

**Communications**- The Communications work group is responsible for developing, updating and monitoring communications policies, social networking accounts, and electronic discussion groups, as well as recommending new ways for the S-SARA RSC to communicate with its members and other interested parties through alternative media.

Proposed goals:

- Create, monitor and moderate the S-SARA RSC Listserv
- Document news and updates of SPEs

## **Structure**

**Term:** Membership on the work group is typically a short-term commitment, approximately 6-8 weeks depending on the topic.

**Meetings:** The work group will determine the frequency of meetings. Ideally meetings will occur once per week via teleconference or video conference until the task is finished. They should not exceed 1 hour and have a clear agenda outlined.

**Expected Outcomes:** The work group should be prepared to present recommendations at the S-SARA RSC meeting following completion of the assignment. The S-SARA RSC meets biannually in June and October.