

**Northeast Wisconsin Partnership for Children and Families
Professional Development Advisory Committee Responsibilities and Membership Policy
July 15, 2005**

Purpose: To identify the responsibilities and membership of the Professional Development Advisory Committee.

Policy: The Professional Development Advisory Committee, as defined in the NEW Partnership By-Laws, serves (1) to link current child welfare practice, the NEW Partnership, the BSW Social Work Professional Program, and the Collaborative MSW Program, and (2) to advise on the child welfare training curriculum and the BSW and Collaborative MSW child welfare curriculum by providing advice and recommendations for the successful delivery of practical, relevant and effective child welfare training. Up to two agency members of this committee serve on the Social Work Professional Program's BSW Advisory Committee.

Membership: The Professional Development Advisory Committee is comprised of the following members:

- Counties – 12 public child welfare supervisor and advanced practice worker designated members, with members selected from each of the agency groupings identified below:

Group 1
Brown

Group 2
Forest
Oneida
Vilas

Group 3
Menominee
Shawano

Group 4
Florence
Marinette
Oconto

Group 5
Portage

Group 6
Wood

Group 7
Marquette
Waupaca
Waushara

Group 8
Green Lake
Winnebago

Group 9
Calumet
Outagamie

Group 10
Fond du Lac
Sheboygan

Group 11
Door
Kewaunee
Manitowoc

Group 12
Langlade
Lincoln
Marathon

- NEW Partnership staff – 3 staff members: the training manager, the foster parent training manager, and the training specialist.

- Social Work Program staff – the Child Welfare Coordinator for the BSW/MSW Child Welfare Stipend Program at UW-Green Bay.
- DCF staff – 3 total: 2 Regional Child Welfare Coordinators from the Northern and Northeastern regions of DCF; and the Training Director from DCF.

Terms: Terms begin in September.

- Each grouping selects a designated and alternate member to represent their area each term. The alternate member represents the agency grouping when the designated member is unable to attend.
- Members serve at least a two (2) year term, with the opportunity to serve additional terms.
- Membership is staggered to assure continuity.
- Groups 1, 5 and 6 are standing groupings and must identify both a designated and alternate member from their same agency.
- Groups 4, 7, 11 and 12 rotate county designated and alternate members in odd years, while Groups 2, 3, 8, 9 and 10 rotate county designated and alternate members in even years.
- The NEW Partnership, Social Work Professional Program and DCF staff are ongoing members of the committee.
- The NEW Partnership Training Manager and Foster Parent Training Manager are responsible for facilitating the process for the yearly selection of designated and alternate members.
- Any alternate member is welcome to attend any Professional Development Advisory Committee Meeting, and all alternate members will receive notification of and materials for all Professional Development Advisory Committee Meetings.
- Designated and alternate members unable to fulfill their term will contact the Training Managers so that another member can be selected.

Meetings: The Professional Development Advisory Committee meets at least four times a year on dates and locations set by the committee. The NEW Partnership Training Manager and Foster Parent Training Manager co-facilitate the committee meetings. The NEW Partnership staff provides staff support in setting agendas, preparing and distributing materials, and making arrangements for all meetings. The Professional Development Advisory Committee shall follow all articles of the NEW Partnership By-Laws.

Rational: Given the broad range of responsibilities of the Steering Committee, it is necessary to form a committee dedicated to advising on the development and delivery of training. An advisory body of child welfare supervisors and advanced practice workers from the NEW Partnership membership is essential to assuring the training that is developed and provided reflects family-focused, child-centered and strength-based philosophies and meets the practice needs of and is relevant to public child welfare staff.

Initially approved by the NEW Partnership Steering Committee on July 15, 2005. Revisions approved by the NEW Partnership Steering Committee on 7-14-06, 10-19-07, 10-23-08, 10-22-09, 10-21-10, and 10-21-11. Signed on behalf of the Steering Committee by:

Todd Romenesko, Chair – Steering Committee

Stephanie Reilly, Director – NEW Partnership