

Core Competencies for FSNE Paraprofessionals

Conference Call Training
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Project Team

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Agenda

- ✓ **Summarize the project methodology**
- ✓ **Review the core competencies**
- ✓ **Explore how core competencies can be used in FSNE**
- ✓ **Provide opportunity for questions/discussion**
- ✓ **Discuss next steps**

Project Methodology

- ★ **Literature review**
- ★ **National web-based survey**
- ★ **Identification of the expert panel**
- ★ **Meeting of panel in Kansas City to draft the list of core competencies**

Methodology (cont'd)

- ★ **Identify paraprofessionals to review the list of core competencies**
- ★ **Conference calls with paraprofessionals**
- ★ **Revision of core competencies**
- ★ **Final review by the panel**

Expert Panel Members

Phyllis M. Dennee, MS, CFCS
Montana State University Extension

Terry Egan, MS, CFCS
University of Missouri Extension

Heidi LeBlanc, MS, CFCS
Utah State University

Kathy Majewski, MS, RD
Michigan State University

Mary Mcferren, MS
Virginia Polytechnic Institute and State
University

Diane Murrell
University of Arkansas at Pine Bluff

Susan Stephenson-Martin, MS
Rutgers University

Donna Vandergraff, MS, RD,CD
Purdue University

Cami Wells, MS, RD
University of Nebraska-Lincoln

Linda Wells, BS, MA
New Mexico State University

Core Competencies for FSNE Paraprofessionals: Major Headings

- ★ Understand the organization**
- ★ Understand and respect diversity**
- ★ Achieve excellence in teaching**

Core Competencies (cont'd)

- ★ **Conduct program evaluation**
- ★ **Maintain accurate records and reports**
- ★ **Maintain effective internal and external partnerships**

Core Competencies (cont'd)

- ★ **Communicate program value**
- ★ **Ensure productive interpersonal relationships**
- ★ **Demonstrate technology literacy**
- ★ **Demonstrate personal accountability**

Training Themes Based on Paraprofessional Input

- ★ Land-grant university
- ★ Food and Nutrition Service (FNS)
- ★ FSNE program guidelines
- ★ Food Stamp plan guidance
- ★ Civil Rights requirements

Paraprofessional Input (cont'd)

- ★ **Demographics**
- ★ **Memorandum of understanding/
collaborative agreements**
- ★ **Research mission of the university**
- ★ **Work ethics**

Uses for Core Competencies

★ Performance management

- ★ Position descriptions
- ★ Performance expectations
- ★ Performance appraisal
- ★ Observation of teaching
- ★ Performance counseling

Uses for Core Competencies (cont'd)

★ Training

- ★ Orientation
- ★ Initial training
- ★ On-going staff development

Uses for Core Competencies (cont'd)

★ Hiring process

- ★ Interview questions
- ★ Candidate characteristics
- ★ Scoring/ranking of candidates

Value of Core Competencies to FSNE

- ★ **Importance of the project**
- ★ **Building on previous work**
- ★ **Provide foundation for FSNE management of paraprofessionals**
- ★ **Use of core competencies is not mandatory**

Questions and Discussion

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Next Steps

- ✓ **Evaluation/follow-up via email**
- ✓ **Workshop at Society for Nutrition Education, 2006**
- ✓ **Submission to a peer reviewed professional journal**

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