1. **COUNTY NOMINEE**

NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NOMINEE’S EMAIL AND PHONE NUMBER \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

POSTION TITLE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRIMARY JOB FUNCTION \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SUPERVISOR’S NAME & TITLE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SUPERVISOR’S EMAIL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SUPERVISOR’S PHONE # (\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EXT \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **EXPERIENCE / EXPERTISE / CONFIDENCE**: Co-facilitating DSS Child Welfare training modules are limited to curricula developed and facilitated by DSS Staff Development Team. As such, it is helpful to know the nominee’s level of experience, expertise, and confidence with the following general **instructional** roles.

Experience: Circle the word that describes how often the nominee performs each of the following tasks?

1. *Never 1-2x year 1-2x month Weekly:*  Provide a formal presentation to a group
2. *Never 1-2x year 1-2x month Weekly:*  Speak on a topic as a subject matter expert
3. *Never 1-2x year 1-2x month Weekly:*  Speak on a topic for which I am not an expert
4. *Never 1-2x year 1-2x month Weekly:*  Facilitate dialogue and group discussion
5. *Never 1-2x year 1-2x month Weekly:*  Facilitate a role-play or experiential learning activity
6. *Never 1-2x year 1-2x month Weekly:*  Debrief self-directed learning activities
7. *Never 1-2x year 1-2x month Weekly:*  Mediate conflicts and differences of opinion in group discussions
8. *Never 1-2x year 1-2x month Weekly:*  Prepare a training event (logistics, equipment, materials, etc.)
9. *Never 1-2x year 1-2x month Weekly:*  Lead a full-day training event
10. *Never 1-2x year 1-2x month Weekly:*  Lead a multi-day training event

Describe presentation, training, and/or facilitation experiences of the nominee in the past 6 months: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Expertise: What topics are within the nominee’s area(s) of skill and/or expertise (check all that apply)?

1. \_\_\_\_\_\_Social work values and principles in child welfare practice
2. \_\_\_\_\_\_Historical, philosophical, and legal basis of child welfare practice
3. \_\_\_\_\_\_The basis and process of decision making in child welfare services
4. \_\_\_\_\_\_State government (Child Welfare) purpose, structure, processes
5. \_\_\_\_\_\_Family-centered casework methods to promote family preservation and permanence for children
6. \_\_\_\_\_\_Family systems theory/principles and its application to assessment, case planning, and service delivery
7. \_\_\_\_\_\_Engaging family members in constructive and collaborative casework relationships
8. \_\_\_\_\_\_Solution-focused philosophy and questions in child welfare practice
9. \_\_\_\_\_\_Appropriate techniques to conduct effective social work interviews
10. \_\_\_\_\_\_Family and risk assessments, service planning and interventions
11. \_\_\_\_\_\_Individual, family, developmental, situational, and environmental factors that contribute to child maltreatment
12. \_\_\_\_\_\_Trauma informed case work practice
13. \_\_\_\_\_\_Using assessment data to plan and provide relevant services to promote permanency, safety and well-being for children
14. \_\_\_\_\_\_Creating specific and measurable performance goals
15. \_\_\_\_\_\_Assessing outcomes of plans and service interventions
16. \_\_\_\_\_\_Writing concise, summarized, timely case documentation
17. \_\_\_\_\_\_Effective parenting and discipline techniques appropriate for a child's developmental level and individual needs
18. \_\_\_\_\_\_Partnerships in parenting children with support from extended family, faith community, etc.
19. \_\_\_\_\_\_Symptoms, causes, and treatment interventions for the mental illnesses
20. \_\_\_\_\_\_Stages of grief, and its manifestation in children at different developmental levels, in birth parents and substitute caregivers
21. \_\_\_\_\_\_Establish relationships with people from different cultural backgrounds
22. \_\_\_\_\_\_Effective participation of family and service providers in Child and Family Teams (CFTs) meetings.
23. \_\_\_\_\_\_Other (please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What would be the nominee’s greatest strengths as a potential DSS Child Welfare instructor/facilitator?

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Confidence: Identify the level of confidence of the nominee by circling the appropriate word on the left for each task.

1. *Not at All Some Very:*  Provide a formal presentation to a group
2. *Not at All Some Very:*  Speak on a topic as a subject matter expert
3. *Not at All Some Very:*  Speak on a topic for which I am not an expert
4. *Not at All Some Very:*  Facilitate dialogue and group discussion
5. *Not at All Some Very:*  Facilitate a role-play or experiential learning activity
6. *Not at All Some Very:*  Debrief self-directed learning activities
7. *Not at All Some Very:*  Mediate conflicts and differences of opinion in group discussions
8. *Not at All Some Very:*  Prepare for a training event (logistics, equipment, materials, etc.)
9. *Not at All Some Very:*  Lead a full-day training event
10. *Not at All Some Very:*  Lead a multi-day training event

In what areas do you feel the nominee would need additional instruction or support to serve as a Child Welfare Co-trainer? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. NOMINEE’S COMMITMENT
	* 1. *I understand I must attend Pre-service in its entirety.;*
		2. I must attend the DHHS DSS Train the Trainer session. This is a face to face multiple day session covering preparation for training, adult learning principles, partnership planning, training delivery, successful communication and communication hazards.  It also incorporates partnership planning, training delivery and debriefing training by pairing participants to deliver small sections of the curriculum to Division staff.
		3. I must meet with NC DSS co-trainer(s) 2 weeks prior to co-facilitation to discuss course material and complete Partnership Planning Tool.
		4. I will (co)facilitate *Child Welfare in North Carolina: Pre-service* with NC DSS co-trainer(s). Once I complete this requirement I may facilitate pre-service in the county. I will facilitate the state curriculum as written and adhere to the fidelity of the state curriculum.
2. **NOMINEE’S SIGNATURE**

I agree to abide by all requirements listed above to become a county co-facilitator of Child Welfare Pre-service

NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EMAIL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE NUMBER\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_