



Wisconsin Afterschool Network (WAN) State Leadership Team Job Description
--- Working Together to Increase the Quality and Availability of Afterschool Programs!

[Approved on 3/31/08 WAN State Leadership Phone Conference]

The Wisconsin Afterschool Network (WAN) is a public/private partnership of local and state organizations. The WAN State Leadership team is built on the value that all agencies / organizations are essential in our efforts to create an integrated and seamless statewide afterschool system. The purpose of this agreement is to establish a formal understanding between entities concerning respective roles and responsibilities as a voting member of the Wisconsin State Leadership Team.

The purpose of the WAN State Leadership Team is to provide leadership for a creating statewide afterschool system that:

- Expands on best practice and research
- Creates new resources, training and funding to improve the quality and accessibility of Afterschool programs
- Improves coordination and effectiveness to influence public policy and public will around issues related to afterschool.

Membership:

15-20 partners that have decision making power and can represent the views of their organization.

Membership includes:

- **Four regional representatives** from the four WAN Regional Networks. (See map with suggested regions for Northeast, Southeast, Northwest and Southwest Wisconsin.)
- **Six to ten representatives that rotate membership** from groups representing Afterschool providers, police and law enforcement, employers, families, youth, philanthropic foundations, and other key stakeholders who can serve as active contributors and advocates of WAN policies.
- **Six standing representatives** from various state organizations, including:
 - The Department of Public Instruction (DPI)
 - University of Wisconsin – Extension (UWEX)
 - Wisconsin AfterSchool Association (WAA)
 - Wisconsin Department of Work Force Development (DWD)
 - Wisconsin Department of Children and Families
 - Milwaukee Public Schools or other school districts willing to make significant contributions

Criteria for serving as a WAN State Leadership Team Standing partner includes:

1. Organizational mission and vision is aligned with that of the Wisconsin Afterschool Network
2. Standing Member status approval by the WAN State Leadership Team that is reviewed on a yearly basis.
3. Memorandum of Understanding is kept on file with WAN Executive Director.

4. Significant contributions of staff time, in-kind and fiscal support the organization and representative serving on the WAN State Leadership Team as well as seek funds and identify potential grants and funding streams to pursue. Each year, the WAN standing committee member and their organizations should update their MOU and encouraged to pledge significant in-kind and cash contributions ranging from \$1,000 on up.

Terms for rotating WAN Partners and Regional Reps on the WAN State Leadership Team

- Terms will be two years, with the option for one term renewal, except for standing reps who have no terms limits but will be reviewed and renewed on an annual basis.
- Memorandums of Understanding (MOU) will be signed by agency administrator and the individuals designated to serve on this team.

Roles and Responsibilities of WAN State Leadership Team -- What you can do for WAN?

1. Partnering organizations and agencies that have fully executed an MOU with WAN shall be voting members on the WAN State Leadership Team.
2. Each WAN partner is expected to designate a representative with decision making authority who will regularly attend all meetings of the WAN State Leadership Team, which meets at most six (6) times per calendar year.
3. WAN partner representatives are expected to participate in at least one Work Team, which meet on an *as need* basis.
4. WAN partners are expected to support to WAN's Vision, Mission and Goals and facilitate ongoing cooperative working relationships to achieve these goals.
5. WAN partners are asked to contribute monetary and/or non-monetary resources as well as seek funds and identify potential grants and funding streams to pursue, to assist the sustainability of WAN. Each WAN State Leadership Team member is encouraged to pledge in-kind and cash contributions ranging from \$500 on up. These contributions may include cash, in-kind donations or non-monetary contributions such as dedicated staff time, dissemination of materials, and participation in work groups. See Examples of In-kind and cash contributions to WAN for more ideas. (List adapted from Montana Afterschool Network Partnership and Oregon Afterschool for Kids)

Roles and Responsibilities of the Wisconsin Afterschool Network (WAN) to its members -- What does WAN do for you?

1. Take a deliberate and intentional position as broker and facilitator, functioning both as promoter of WAN and seeking additional resources to build capacity in our state afterschool system.
2. Provide synthesis and compilation of WAN outcomes and activities in an effort to ensure continued or expanded funding.
3. Organize and support WAN State Leadership Team and Work Team meetings.
4. Create a statewide policy platform that all partners can support and provide leadership for statewide initiatives that support WAN's policy platform.
5. Provide synthesis and dissemination of best practice research on afterschool outcomes to assure continual and expanded funding.
6. Facilitate and improve understanding of the differences between advocacy and lobbying to ensure a consistent action on policy initiatives.
7. Work with C.S. MOTT Foundation and other state networks to help grow the movement across the country.
8. Be careful not to speak for partner organizations or misrepresent partners through WAN policy statements.
9. Respect organizational values and differences.

10. Operate on a consensus model of decision-making. (List adapted from Montana Afterschool Network Partnership and Oregon Afterschool for Kids)

Incentives -- What's in it for me?

Members of the WAN State Leadership Team will:

1. Form strong partnerships and access relationships with other statewide organizations.
2. Better utilize existing resources by sharing and working together.
3. Have access and share training opportunities
4. Contribute to the evolution of WAN by setting priorities for WAN's statewide efforts related to:
 - o Partnerships
 - o Policy & Funding
 - o Program Quality
5. Get the latest scoop on funding, grants and policy developments.
6. Help determine state afterschool program policy platform and directions
7. Encourage best practices in afterschool programs
8. Learn and refine advocacy skills that promote policy development and funding
9. Enable you know you have made a difference by converging for a common cause to:
 - o Keep kids safe
 - o Inspire youth to learn and
 - o Help working families!

Time and Resources -- What will I need to participate?

1. At most **six WAN State Leadership Team meetings/Year plus prep time** – About half will be face to face and half will be teleconference. A two day strategic planning event is usually held in summer. Most one day meeting run from 9:00 – noon, and phone conferences run about 90 minutes. *Estimated six days/year for meetings*
2. **Work Team time** -- On an as need basis. Most work will be done via e-mail and phone conference.

WAN will provide lodging and meals for the two day strategic planning event. Other meals and mileage will be on your own for the one day meetings unless the host site wishes to provide refreshments or a meal.