

Lay Leader (LL) Position Description for Better Choices, Better Health® SD

Better Choices, Better Health® SD (BCBH), is South Dakota's licensed evidence-based chronic disease self-management education (CDSME) suite of programs, originally developed by Stanford University & offered by the Self-Management Resource Center (SMRC). BCBH offers workshops designed to provide skills & tools to help participant's increase their self-confidence in managing their chronic physical & mental health conditions. Lay Leader Training teaches you how to facilitate CDSME workshops following a specific process & curriculum. Lay Leader's co-facilitate workshops for persons with chronic diseases in their community. Each workshop consists of six (2.5 hours each) weekly sessions. Each workshop is always co-facilitated by 2 trained leaders. Lay Leader applicants are living with & managing one or more chronic physical &/or mental health condition(s) OR have experience with a family member or friend who has a chronic health condition(s). Lay Leader are certified by BCBH & gain & maintain active status by attending a BCBH Lay Leader training, performing workshop activities as instructed, & following the certification requirements set by SMRC (see SMRC Certification Guidelines document https://www.selfmanagementresource.com/docs/pdfs/Certification_Guidelines_2017.pdf).

Requirements to Serve as a Lay Leader (LL) for BCBH

- Must attend all days of a 4-day LL training (may be split over two weeks)
- Must demonstrate program skills during training to obtain certification
- Obtaining Active LL Status for BCBH: Commit to co-facilitating a 6-week workshop within six months of completing training; agrees to, at minimum, co-facilitating at least one BCBH workshop per year after training
- Must present BCBH curriculum exactly as instructed at training (SMRC model)
- Agrees to ensure all workshop paperwork is collected & returned as instructed
- Agrees to submit yearly performance record to BCBH leadership
- Keep confidential workshop information protected (i.e. workshop roster, participant information)
- Agrees to follow BCBH fidelity, commitment, non-disclosure, confidentiality, AA/EEO guidelines, & volunteer policies

Additional Skills, Abilities, & Values

- Dependable & consistent participation in the BCBH program (i.e. maintains certification requirements, participates in quarterly virtual meetings, attends annual recognition events, offers newsletter contributions, submits yearly LL certification tracking documents)
- Able to be non-judgmental, respect different opinions, not offer advice/opinions to workshop participants
- Able to talk easily with a variety of individuals, including adults with disabilities & older adults
- Ability to listen to what others are saying without interrupting; work comfortably in front of small groups
- Feels comfortable with being evaluated as a workshop leader & welcomes constructive feedback
- Able to read aloud & follow a script, & to write clearly on charts
- Willingness to share some personal information & experience with the group
- Demonstrates a caring, respectful & compassionate attitude towards all people
- Able to safely perform the physical requirements of the program
- Understands no healthcare training or experience is needed

Retaining Active LL Status for BCBH (CDSMP)

- Co-facilitate at least one 6-week workshops every 12 months from the last day of your LL training date

Obtaining & Retaining Active LL Status for Additional Programs (ex: BCBH Diabetes-DSMP)

- Once trained in CDSMP, you may become cross-trained in another BCBH program. The cross-training is one full day. You must co-facilitate at least one 6-week workshop within 12 months from cross-training date
- Every 12 months, you must co-facilitate one 6-week workshop in any program you are trained in
- Every 2 years you must conduct a 6-week workshop for every program in which you are trained

To Assist in the Planning, Preparation, & Promotion of Co-Facilitating BCBH Workshops, You May:

- Help promote workshops (distribute posters, brochures, offer session zero presentation)
- Help to arrange the space, time, & dates for a workshop; obtain implementation site agreements
- Help to recruit & register workshop participants
- Share your BCBH testimony to others (i.e. family, friends, colleagues, employers)