

Guidelines for ASPHN Designee Members



Come inside to learn more about your new role.



**ASSOCIATION OF STATE
PUBLIC HEALTH NUTRITIONISTS**

Making a commitment to your state's public health



Welcome to your new role as your state's Designee for the Association of State Public Health Nutritionists.

ASPHN is a national nutrition organization that is affiliated with the Association of State and Territorial Health Officials (ASTHO). We work to strengthen policy, programs and services related to food, nutrition and health through communication and education that helps prevent and control diet- and physical activity-related conditions.

By becoming an ASPHN Designee, you are making a commitment to yourself, your state and your profession to **become a leader** in public health nutrition. ASPHN offers many benefits, but its greatest value is a better you. We encourage you to push yourself, continue to set goals, rely on your peers and your out-of state-partners, and most importantly, have fun!

The following list of guidelines is designed to help you in your new role as an ASPHN Designee Member. If you have questions or need additional information, please contact **ASPHN**. Thank you for your service and we look forward to working together!

Guidelines for your new role as an ASPHN Designee

Your active participation and organizational skills are key to your work as an ASPHN Designee.

Maintain State Membership & Directory

- Ensure that the annual dues payment is completed in a timely manner (membership year is January 1 through December 31) and ensure that the state's membership directory is accurate and complete.

Actively Participate

- Respond to ASPHN surveys or email requests for input, read and contribute to newsletters, and represent your state in ASPHN discussions and other forums.
- Vote in ASPHN elections.

Communicate Changes in Membership

- Throughout the membership year, inform ASPHN staff of changes in membership and anticipated vacancies of the Designee and/or representatives to the Councils.

Lend Your Leadership Skills

- Increase your involvement in ASPHN by becoming a liaison to another organization, serving on an ad hoc committee or a standing committee, or seeking election to the Board of Directors.

Guidelines for your new role as an ASPHN Designee



As a Designee, you provide critical leadership and facilitate communication within your state health agency.

Provide leadership and facilitate communication with state health agency leadership.

- Communicate and advocate to fill vacancies in Council or Designee positions in a timely manner.
- Share appropriate ASPHN information and publications with the state Public Health Director or other state agency administrators to promote the value and leadership skills of public health nutritionists.
- Share the value of information learned at ASPHN-sponsored training opportunities, when applicable.
- Communicate regularly with other state health agency partners such as maternal and child health, oral health, public health nursing, minority health, WIC, and CDC-funded cooperative agreements focused on chronic disease prevention and control, nutrition and physical activity/obesity, health system interventions, and community-clinical linkages.
- Communicate regularly with state affiliates of national organizations such as the Academy of Nutrition and Dietetics, Action for Healthy Kids, the state public health association, and state coalitions and initiatives (breastfeeding, salt reduction, healthy weight).

Guidelines for your new role as an ASPHN Designee



As a Designee, you play a vital role in keeping ASPHN members in your state up-to-date as well as keeping the lines of communication open.

Provide leadership and create opportunities to communicate with ASPHN members in your state and with other local public health nutritionists.

- Provide regular ASPHN updates through staff meetings, newsletters, list serv announcements, or social media networks.
- Discuss state or national nutrition issues to gather input, identify issues and suggest solutions.
- Share recent ASPHN product releases.
- Encourage public health nutritionists to access ASPHN leadership training opportunities and resources.
- Encourage other ASPHN members in your state to be engaged in association activities.
- Encourage other public health nutritionists to join ASPHN.

Need more guidance?

- Contact [ASPHN](#)
- View a full roster of [ASPHN Designees](#)
- Learn more about the [benefits of membership](#)



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