



Collaboration Committee – General Information for Interested Members

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What do we do

The Collaboration Committee (CC) is a national team that strengthens and improves ASPHN's strategic partnerships. The Committee currently includes 10 ASPHN members from around the country who seek partnerships that advance the Association's mission, vision and values and that advance the goals outlined in our strategic plan. We know that all members of ASPHN have key connections to organizations and projects that align with our committee goals and we strive to make those relationships stronger.

We also work together to create and provide supportive structures, processes and resources for ASPHN's Liaisons and partnerships they represent.

Benefits of participating on the CC

- Work with and learn from others who are passionate about strengthening partnerships, collaborations and coalitions.
- Gain experience with partnership evaluation tools and processes.
- Network with a seasoned group of more than 20 Liaisons directly impacting ASPHN's partnership collective.
- Learn about and utilize evidence based tools that support partnership growth and development.
- Access to [key messages](#) and other tools that connect your work with the work of ASPHN.

Find information about the Collaboration Committee, Liaisons and Partnerships at the [Collaboration Committee Web Page](#).

The CC utilizes a unique structure. The structure consists of small work group teams that focus on specific projects within the CC work plan. These projects/teams work during a specified timeframe during the year. Then quarterly, the full committee will meet to connect and report out on projects, partnership status, new partnership requests, etc.

Some Examples of the Workgroup Projects

- Work on processes to advance our partnerships and collaborations, including evaluation and reporting.
- Serve as needed for specific partnerships with specific requests. (For Example: AHA)
- Recruit members to and educate about the Collaboration Committee.
 - Presenting information at ASPHN Annual Meeting and updating the Collaboration Committee's education presentation.
- Provide orientation and guidance to ASPHN liaisons.
 - Determine agendas and content for one or two liaison networking/trainings per year
- Develop and review policies to guide the organization's work with our partners.
- Provide specific assistance to partners PRN

The overall time commitment & structure

⇒ 6 hours total (absolute max time) when a project is ACTIVE (Workgroup Project Team calls)

- ⇒ 1 hour per quarter or 3-4x/year (All Member Collaboration Committee Meetings)
- ⇒ 3 hours/year to attend and support the Liaison Networking and Training meetings
- ⇒ Potentially 6 additional hours/year for special projects and/or liaison support (see below).

- **Total time** commitment for 1 year = approximately 18 hours/Year Maximum. However, the actual time will probably be closer to 12 hours/Year

The Committee Year begins Aug. 1st – and ends July 31st . More details about meeting dates/times to follow.

For more information about all of ASPHN Partners and Liaisons and the Committee's work, visit the [Collaboration Committee Webpage](#).

We look forward to working with you!

Sincerely,
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