



Smoking & Tobacco
Outreach/Prevention Program (STOPP)
FY 2018- 2019



RESPONSIBILITIES OF SERVING ON THE STOPP COMMUNITY COALITION

1. The Coalition meets six times each fiscal year; each member (or designee) is required to attend at least four of the six meetings unless he/she has an excused absence.
2. Each Coalition member is required to actively participate in coalition activities and serve as a member on at least one workgroup per year.
3. As members gain experience on the Coalition, they agree to look out for new members, inviting new members to participate and serving as a *Buddy*, to assist during the new member transition period including: answering any questions a new member may have about the organization and assisting/supporting them in their acclimation process as a Coalition member.
4. Each member will complete a satisfaction survey within the assessment period (no later than 18 months) or upon termination or expiration of membership.
5. Each member will contribute to (e.g., invite community participation, provide expertise and/or participate on panel discussions) the *Communities of Excellence in Tobacco Control* community assessment process that occurs once every three (3) year contract cycle for development of the tobacco program Scope of Work.

Please select only ONE (1) option below:

- I accept the **Coalition Member** responsibilities as stated above of serving on the STOPP Coalition (guiding program activities, providing leadership to the County, being on the inside of policy decisions and strategies, and actively contributing to local actions).

I am unable to attend meetings on a regular basis but would like to join as a **Coalition Partner** (attend meetings as able and participate on an as-needed basis).

Print Name _____ **Agency** _____

Address _____

Phone _____ **Fax** _____ **Email Address** _____

Signature _____

Date _____

For more information or to get involved in the STOPP Coalition, please contact Tiara Johnson at tjohnson1@sjcphs.org or call 209-468-2411.