# **Roles and Responsibilities**

## Working Groups

- Strategy and Indicator Development
  - o Review Research
  - Use data to inform strategies
  - Develop and refine indicators
- Implementation
  - o Coordinate activities among working group member organizations and partners
  - Identify resources to support and/or execute strategies
  - Provide progress updates to and learn from steering committee, backbone and working groups.
- Leadership
  - Champion effort with relevant stakeholders
  - o Align members organization's work, goals, indicators and strategies when possible

### **Responsibilities of Steering Committee Members**

- > Guidance, Vision, and Oversight
  - · Develop and refine Common Agenda for change, including problem, goal(s), and guiding principles
  - · Use data to inform strategy development learning
  - · Track progress of work using agreed-upon indicators at Steering Committee and working group levels
  - · Make connections between working groups to ensure coordination and efficiency
  - · Interact with the backbone entity on strategy, community engagement, and shared measurement

#### Leadership

- Considering how your individual organization or those in your network can align to the Common Agenda
- · Serving as vocal champions of the collective impact effort in the community

#### Process

- · Participating in the regularly scheduled meetings in person (every 4-6 weeks)
- Reviewing pre-read materials prior to meetings and coming prepared for engaged discussion, active listening, and respectful dialogue
- · Committing to yearlong membership of the Steering Committee

## **Backbone Committee**

- Vision
- Support
- Build Public Will
- Advance Policy
- Funding Support