



GLOBAL | COLLABORATIVE | INNOVATIVE | PASSIONATE | LEADER

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Supplemental Webinar Topics

<https://www.cadca.org/news/nca-supplemental-webinars>

Webinar Title	Trainer	Date
Building Capacity for Community Change	Dorothy Chaney	April 28
Fostering Cultural Competence	Colber Prosper	May 24
Community Readiness and Coalition Effectiveness	Stephanie Strutner	June 28
Logic Models: The Road Map to Success	Kristina Clark	July 1
Coalition Evaluation Made Easy...and Useful – Really!	Dave Shavel	July 22
Fidelity in Environmental Prevention	Dylan Ellerbee	August 25
Mobilizing the Community for ACTION!	Angela Da Re	September 14

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CADCA Community Anti-Drug Coalitions of America



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Using Zoom Webinars



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Objectives

1. Engage and influence partners in a deeper, more meaningful relationship that leads to a shared commitment to community change
2. Identify the processes that make a coalition ready for action: organizational structure, decision making, timelines, and action orientation.
3. Understand the elements of leadership through methods that support the Strategic Prevention Framework

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Coalition Skills and Processes for the SPF

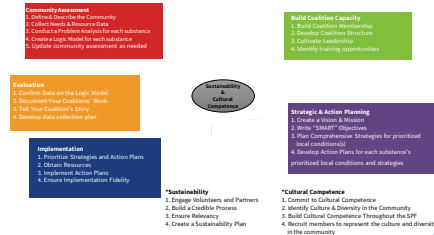


Coalitions use a range of skills and processes to implement the SPF to impact community level change.

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CADCA's Coalition Skills and Processes for SAMHSA's Prevention Framework



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Coalition Capacity

Coalition Capacity includes:

- Membership
- Organization
- Leadership



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Engage and Influence Partners



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Fire Up Your Partners

There are 2 parts of collaborating with anybody else: One is Essence and the other is Form. Essence is Heart to Heart and Values to Values and Form is "How ya gonna do it? Be careful in a relationship when somebody wants to go to form right away, because if they do that you'll always get bit in the tail by essence. Essence has got to come first. - Ken Blanchard

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Cultivate the Skills of Connection but be Sincere in their Execution

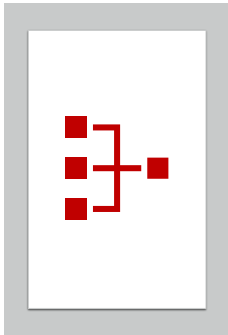
"We need to see each other for who we really are, human beings, not "connections". We need to identify ways for us to improve our individual commitment to those that we serve and support in order for us to achieve the outcomes we desire in the future. How do we build relationship and establish trust? - Getting to know another person." - Anthony Perez

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Form: How Ya Gonna Do it?

- Youth (18 or younger)
- Parent
- Business
- Media
- School
- Youth-serving organization
- Law enforcement
- Religious/Fraternal organization
- Civic/Volunteer groups
- Healthcare
- State, local, or tribal governmental agency with expertise in the field of substance abuse
- Other organization involved in reducing substance abuse



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Linking Partnership to Goals

Linking Their Goals to Ours Requires a Good Understanding of Foundational Prevention Research

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Prevention Research

- Strategic Prevention Framework
- Root Causes/Risk and Protective Factors
- Resiliency
- Public Health Model



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Strategic Prevention Framework



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Root Causes/Risk Factors/Protective Factors

Root Causes/Risk Factors

- They are the reason a problem exists
- They explain why the problem is happening
- There are usually multiple root causes/risk factors for any given community problem
- They are influenced by individual, family, school, and environmental change strategies.



Protective Factors

- Buffer Risk Factors
- Can be INCREASED for positive Change

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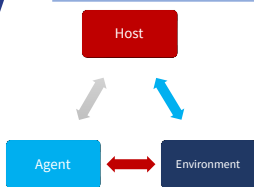
Root Cause/ Risk & Protective Factor Domains

Domains refer to the areas that influence individual behavior and community environments, and they reflect the complete sphere of influence in a person's life.



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Host: who is likely to be affected by the problem? the individual drinker or drug user

Agent: what causes the problem? the substance, like alcohol or drugs

Environment: where does the host live? the social and physical context of substance use

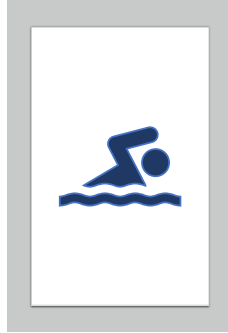
Public Health Model

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Linking Our goals and Strategies with Theirs Takes Practice and a Genuine Interest in What They Do

"The only way you get good at swimming is by swimming - Sometimes have to be very deliberate and intentional with our time and effort in order to achieve the abilities needed for us to achieve our outcomes" - Anthony Perez"



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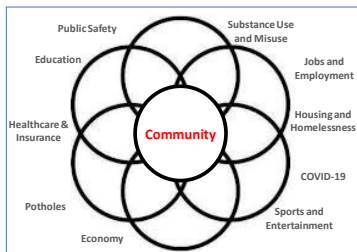
The coalition must be able to clarify to the community:

- How substance use and misuse directly relates to other community issues
- The role your coalition plays in addressing substance use / misuse and other community problems
- The "unique selling proposition" that makes the coalition stand out

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How is what we do Relevant to Community Concerns?



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**Essence:
Creating
Authentic
Connection –
Cultivating
Relationships**



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Retaining coalition members involves building long-term relationships with individuals and organizations through the 6 R's:

- Relationships
- Role
- Respect
- Recognition
- Rewards
- Results



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Retaining Coalition Members

- Clarify their role (e.g., Job Description, Memorandum of Understanding (MOU)?)
- Engage them immediately & appropriately (e.g., Sub-committee, Work Group, Key Leader Group)
- Share the coalition's goals and successes
- Ensure their WIFM is fulfilled
- Celebrate and acknowledge their contributions



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Role of Sector Representatives

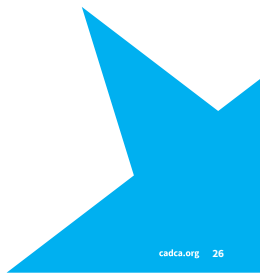
- Provide the "sector perspective" in discussions
- Engage other sector leaders (e.g. heads of organizations, informal leaders)
- Serve as peer leaders/spokesperson to other organizations in the sector
- Recruit others in the sector to engage in coalition efforts



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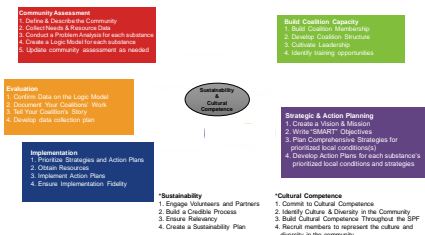
Develop Coalition Structure



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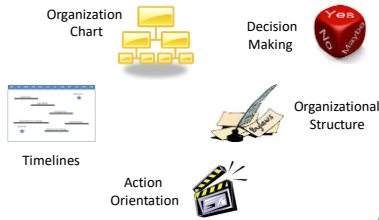
The SPF is the Framework for the Coalition Structure



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Organizing for Success



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Organizational structure helps to define:

- Roles for coalition leaders and members
- Relationships among coalition members and staff
- Responsibilities and duration of work groups
- Reporting channels
- Meeting content and frequency
- Legal and fiscal lines of authority



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Clear Roles for Coalition Members and Staff: Example

Members	Staff
<ul style="list-style-type: none"> • Members participate in coalition efforts to assess and analyze root causes of the problem in the community, develop comprehensive strategies and implement their parts of the identified solutions. • Members leverage resources for change in the community through their professional and personal spheres of influence. For example, a member might serve as a liaison to help implement an interorganizational prevention effort. 	<ul style="list-style-type: none"> • Staff assists with support for planning, problem solving and information management. • Staff may help prepare meeting minutes, compile reports and facilitate meeting coordination and communication with partners between meetings. • Staff can have a critical role in monitoring the "business" end of coalition work, maintaining accurate records for funding and reporting requirements.

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Planning and timelines help to clarify:

- Scheduling and timing of efforts
- Distribution of the work
- Allocation of resources
- Prioritization of efforts
- Accountability



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A note about project management tools



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Action Orientation

Develop a coalition culture of action by developing "action oriented":

- Meetings
- Agenda and minutes
- Planning



Coalition leadership must commit to supporting a culture of action.

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An Action-Oriented Coalition Meeting Agenda:



ENGAGES ALL
COALITION
MEMBERS



IS VOLUNTEER
LED



IS ACTION-
ORIENTED



RESPECTS
PARTICIPANT
TIME

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Topic	Time	Who	Action/Decision
I. Welcome/Introduction	15 min	Host	
II. SNAP Overview	15 min	Host and Panel	<ul style="list-style-type: none"> Share your history, mission and objectives of SNAP Share strategies that relate to partnership with the community ability to increase results
III. Old Town Community Group Presentation	30 min	Host and Panel	<ul style="list-style-type: none"> Learn about the early history and how the community group approach was used
IV. Big Brothers	30 min	Host	<ul style="list-style-type: none"> Identify opportunities for service organizations to address street youth Review impact of that service organization and structure and get member input Develop plan for implementation around the region
V. Committee Updates and Next Steps	30 min	Host and Panel	<ul style="list-style-type: none"> Develop plan for strengthening the partnership and increasing participation Review an all city strategy and develop action plan for the Litchfield Committee Update on meeting and goals for the Litchfield Committee

Next Meeting: July 13th, 2020

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Workgroups
and
Committees



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Legal and Fiscal Structures and Practices – To 501(c)3 or not to 501(c)3?

Pros	Cons
<ul style="list-style-type: none"> • Tax exemptions • Limited liability for members and staff • May be easier to apply for and obtain grants and other funding • Existence not tied to individual members or partners • Possible eligibility for discounts on memberships, advertising, and postage 	<ul style="list-style-type: none"> • Organizational overhead: paperwork, record-keeping requirements, and federal, state, and reporting requirements • Filing fees for incorporating as a nonprofit entity • Staff and coalition members may become preoccupied with maintaining the nonprofit and be diverted from the work of the coalition

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Decision Making & Responsibilities

Content	Organizational	Operational (Day to Day)
<ul style="list-style-type: none"> • Vision/Mission • Strategic Planning • Logic Models • Prioritization of strategies • Schedule/Timelines • Implementation of specific initiatives • Member recruiting 	<ul style="list-style-type: none"> • Staffing • Budget/Fiscal Mgt. • Office location • Board elections • Member recruiting • Leadership recruitment & development • Coalition Structure 	<ul style="list-style-type: none"> • Meetings • Correspondence • Coordination among workgroups • Grant reporting • Logistics/Supplies • Website/social media

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Organizational Structure

Organizational Structure can include:

- By-laws
- MOU/MOA/CIA
- Job Descriptions



There is no “rule of thumb” on how much organizational structure is needed at any point in time.



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Coalition By-Laws – Sample Outline

- Article I – Name
- Article II – Vision & Mission
- Article III – Membership
 - A. Membership responsibilities
 - B. Active/inactive membership
 - C. Voting
- Article IV – Executive Committee
 - A. Overall responsibilities
 - B. Chair
 - C. Vice chair
- D. Secretary
- E. Members at large
- F. Staff
- Article V – Committees
 - A. Executive committees
 - B. Standing committees
 - C. Ad hoc committees
- Article VI – Meetings
- Article VII – Financial Administration
 - A. Fiscal agent
 - B. Staff
- C. Contributions
- D. Liability
- Article VIII – Decision-making Processes
- Article IX – Conflict of Interest
- Article X – Amendments
- Article XI – Non-discrimination

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Cultivate Leadership



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Aspects of leadership

Leader as Facilitator

Leader as Content Meta-Expert

Leader as Visionary

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Aspects of leadership

Leader as Strategist

Leader as Broker

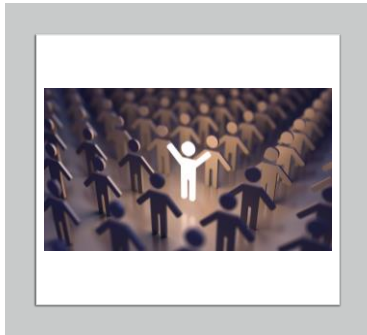
Leader as Spokesperson

Leader as Coordinator

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Sharing the Leadership Load



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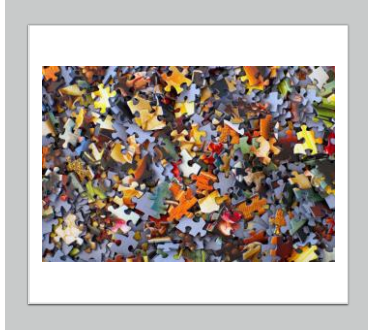
Action steps to facilitate shared leadership



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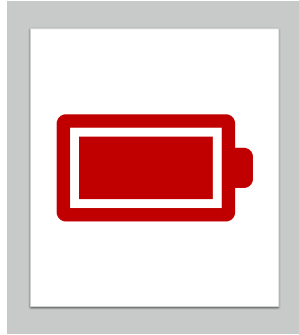
Identify



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Make



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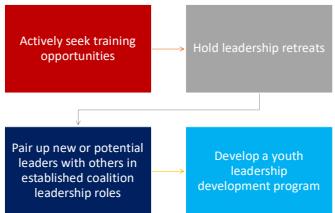


Build



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Action Steps for Cultivating Coalition Leadership



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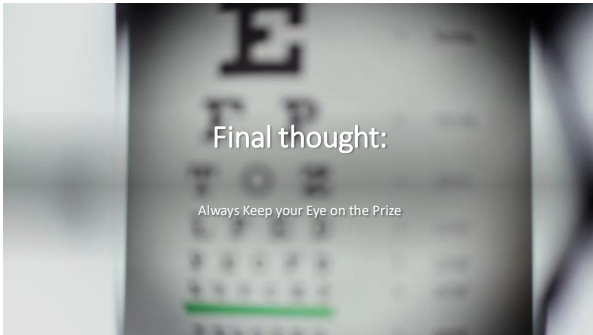
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Everyone wins when a leader gets better.

"Socrates is quoted as saying, "The unexamined life is not worth leading." I would add that the unexamined leader is not worth following. Leaders who never take time to ask what they are doing and why they doing it are unlikely to stay on track, lead at their best, and reach their potential. That is why we need to keep asking ourselves tough questions." – John Maxwell

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Questions?

- Questions?
- Comments?
- Final Thoughts?
- Ideas?



NCA Graduation

Event	Date
Coalitions work on products and receive support from CADCA Coalition Development Support: training@cadca.org	July – October 2021
Coalitions post <i>Interim</i> products to WST – Due Date:	July 26, 2021
NCA Week 3	July 26 – 29, 2021
Coalitions post products to WST – Due Date:	Friday, October 8, 2021
Trainers provide feedback to coalitions by:	Friday, October 22, 2021
Coalitions post <i>Final</i> products to WST – Due Date:	Friday, November 5, 2021
NCA Arthur T. Dean Award Applications – Due Date:	Monday, November 15, 2021
Trainers notify CADCA of Graduates – Due Date:	Friday, November 19, 2021
Graduating Coalitions notified by CADCA by:	Monday, November 29, 2021
Graduation at National Leadership Forum in Washington, D.C.	Jan 31 - February 3, 2022

Evaluation

Please complete the Training Evaluation!

Thank You!

CADCA Resources

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www.cadca.org

CADCA National Community Anti-Drug Coalition Institute:
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training@cadca.org

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Angela Da Re: dare.email@gmail.com

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