
REGIONAL ONBOARDING PLAN

2022 – REGIONAL ONBOARDING

October 18-20, 2022, Pearsall (January-optional, March, June, September)

2023 – REGIONAL ONBOARDING

March 29-31, Pearsall, or TBD (November, January, March)

October 18-20, Pearsall, or TBD (June & September)

ANNUALLY - SEPTEMBER OR DECEMBER

Intensive Training on Teaching Methods – Dr. Kevin Williams

REGIONAL NEW AGENT ONBOARDING WORKSHOPS

Spring Session – New Agents in **November, January, and March**

Fall Session – New Agents in **June and September**

*These sessions will each be held over a 3-day period
and will cover the following key performance domains for agents*

PROGRAM PLANNING

- Identifying Issues in your county & data to support those issues
- Putting together a planning committee
- Involving yourself in external planning groups
- Partners & Resource people to involve in your planning

PROGRAM DESIGN & DELIVERY

- Identifying the audience for your program
- Type of teaching methods & designing your program
- Using feedback to improve your teaching effectiveness
- Marketing your program
- What to do on the day of your event? meeting management, logistics

EVALUATION

- Evaluation methods & deciding on a plan for your program
- Collecting and analyzing data & how to use it
- Using specialists and resource people to help you

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REPORTING AND ACCOUNTABILITY

- Recurring and Special reports, their content & purpose
- Developing a high-quality program summary
- Communicating results to appropriate audiences

PROGRAM RESOURCES, VOLUNTEERISM, AND ORGANIZATIONAL SUPPORT

- Managing volunteers and paid staff
- Managing funds: county budget, external accounts, grants, donors/sponsors, in-kind
- Managing your office operation

RELATIONSHIPS & TEAMWORK

- Working with agents & specialists to strengthen your programs
- Engaging and involving community partners in your program
- Teamwork: How you can help others to succeed?

PROFESSIONALISM

- Advancing your profession and your career through a professional association
- Opportunity to continue learning and growing as an agent
- Graduate work, scholarly work, and certifications
- Career Ladder
- Your image in the community & representing the agency positively
- Office hours, dress, and decorum
- Involvement and visibility in the community