

Strategic Planning Worksheet

ACTE Division: Health Science Education

	Goal (Theme):	Strategies:	Indicators:
1	MEMBER VALUE & ENGAGEMENT <ul style="list-style-type: none"> Recruit 1 Fellow every other year to apply for the Fellowship program (EVEN YEAR- FY) In the opposite year, utilize the current fellow. (ODD YEAR- FY) 	<ul style="list-style-type: none"> Promote the program through my newsletters, policy committee, and social media. In the opposite year of recruiting a fellow, we will utilize the current fellow as a member of the Policy Committee, Awards judging, and other activities deemed worthwhile by the policy committee. 	<ul style="list-style-type: none"> Promote the Fellowship program in the newsletter twice in the FY24 and FY25 year. Place the Fellowship program on the policy committee agenda once in the FY23 & FY24 year. Provide \$1500 total stipend to support Fellow. Participation by current fellow in the opposite years.
	Increase overall membership within the HSE Division by 15 or more members each year.	<ul style="list-style-type: none"> Promote membership benefits through my newsletters, policy committee, social media, and strategic partnerships. Provide 1 VISION registration prize for membership renewal and/or new membership from April 15- May 15th 	<ul style="list-style-type: none"> Review the division dashboard to compare membership on a month-to-month basis. Review attendance at VISION and NPS conferences.
2	STRATEGIC PARTNERSHIPS Secure at least one new strategic partner/corporate member each year.	<ul style="list-style-type: none"> Work with ACTE staff to schedule introductory meetings. Work with the Policy Committee to brainstorm potential partners. 	Inclusion of strategic partnerships into Division newsletters, quarterly webinars, conference breakout sessions, and/or other activities.
	Secure at least one sponsorship of an event each year.	Reach out to current partners to present the ask of sponsoring an event such as a hospitality room, luncheon, social, etc	Attend strategic partner events on behalf of the ACTE HSE Division.
3	PROFESSIONAL & LEADERSHIP DEVELOPMENT Provide quarterly webinars with topics selected from membership interest surveys and aligned with the Strategic plan.	Promote the webinars through my newsletters, policy committee, ACTE website, and social media.	Collect survey results following the webinar and review the number of participants.

	Collect names of individuals at events that are interested in getting involved and/or leadership within the Division.	Reach out to members wanting to get involved and find them a "place" within the division	The number of active HSE division participants operating in a leadership capacity annually.
	Increase the number of proposals within HSE for VISION.	Promote via webinar, newsletters, and e-blast the call for proposals.	The number of proposals to review within the HSE division each year shows an increase.
4	INCLUSION, ACCESS, EQUITY, & DIVERSITY Recruit leaders using an IAED lens	Look for opportunities to engage new leaders reflective of Inclusion, Access, Equity, and Diversity	Utilize leaders that embrace inclusion, access, equity, and diversity
	Include IAED information within quarterly webinars	IAED topics included in webinars	IAED offering in some of webinars (large group or breakout session)
	Promote IAED Mentorship program	Promote via newsletters, e-blast, and through policy committee.	Mentors/Mentees take an active role in the HSE Policy Committee
5	ADVOCACY & AWARENESS Increase the number of members in the HSE division that attend NPS	<ul style="list-style-type: none"> Promote via newsletters, e-blast, and through the policy committee. Look to budget for a member that has never a stipend to use towards NPS registration cost 	Number of HSE members attending NPS has maintained or increased.

6	TEACHER PIPELINE SHORTAGE Develop promotional materials on how to become an HSE educator	<ul style="list-style-type: none"> • Brainstorm with Policy Committee and create a document to share with ACTE staff • Work with ACTE staff to create a one pager • Distribute one pager via e-blast and encourage members to share with local healthcare facilities. 	Non teaching staff reaching out to policy committee members and/or VP to learn more about a career as a Health Science Educator
---	--	--	---

ACTE Divisions

Strategic Planning

Sample annual goals for an ACTE Division:

Member Value & Engagement

- Recruit (and sponsor) Division Fellows
- Recruit at least 1 HURP to participate in Division policy committee, national committee, or ACTE leadership program
- Increase overall Division membership by XX
- Increase membership in targeted groups (ex. CTSO advisors, in certain states)
- Recruit XX Educators in Action
- Maintain or increase number of award winners participating in the Region/national awards from my Division

Advocacy & Awareness

- Recruit my Division affiliates and CTSOs to participate in/share their CTE Month activities
- Maintain/increase number of members from my Division attending NPS

Professional and Leadership Development

- Collect examples/resources for non-ACTE professional development from Division affiliates/CTSOs
- Recruit at least one (1) possible presenter for an ACTE online seminar on Division content
- Recruit XX session proposals from my Division for VISION
- Recruit XX session proposals for VISION for targeted content areas (ex. High-Quality CTE Elements, Innovative Practices)
- Increase the number of Division members attending VISION
- Maintain high overall level of satisfaction from members in Division programming at VISION?

Teacher Pipeline Shortage

- Identify a way to support new teachers in your Division/Region such as by supporting their attendance/participation at CareerTech VISION or a Region Conference
- Collect feedback from your Division/Region regarding the teacher pipeline strategies that have been effective related to recruitment and retention challenges and report out to all of your members.
- Develop promotion (e.g. blog entries, video highlights, posters) specific to your Division/Region that frame CTE teaching in a positive light to students or other audiences.

Strategic Partnerships

- Secure at least one Division partner or sponsor (in collaboration with ACTE staff)
- Recruit at least one nomination for the Business-Education Partnership Award for a sector within my Division
- Suggest XX potential partners (companies within my Division/field) that ACTE could try to partner with

Inclusion, Access, Equity, and Diversity

- Plan and produce an IAED webinars sponsored by your Division/Region focused on an IAED topic.
- Identify IAED-related topics related to your Division/Region that could be incorporated into CTE lesson plans or programming.
- Develop a recognition program within your Division/Region recognizing individuals who have done something significant to address diversity in their classrooms.

Resources to Consider:

- **Funding Sources:** Operating Account, Designated Account, Restricted Accounts, Opportunity Fund
- **Human Resources (*Volunteers contribute Time, Passion, Expertise, Influence, Network*):** Policy Committee Members, Educators in Action
- **Useful Connections:** State Division Affiliate Leaders, National Division Affiliates, CTSOs