



Help Yourself *Chronic Disease Self-Management Program*

Master Trainer Overview and Agreement

Help Yourself – Chronic Disease Self Management Program is an evidence-based chronic disease self-management program developed and licensed by Stanford University. It is implemented in West Virginia under a multi-site license from Stanford held by Marshall Center for Rural Health.

Each *Help Yourself* workshop consists of six 2.5-hour sessions. These sessions meet one time per week for six consecutive weeks. Each workshop is facilitated by two trained lay leaders, one or both of whom have a chronic condition.

Help Yourself Lay Leaders are trained by Master Trainers, who are individuals certified by Stanford University to train new Lay Leaders and provide support, technical assistance and oversight to ensure program fidelity.

The recruitment and training of *Help Yourself* Master Trainers will help expand the *Help Yourself* program statewide, targeting senior centers, health care systems, community colleges, senior housing complexes and other aging services providers; and other community organizations when seniors gather.

In consideration for the training to be provided by Marshall Center for Rural Health, I agree to the following:

Ideal Abilities/Values of a Master Trainer

- Believes in and understands the benefit of the program
- Possesses good listening skills, is non-judgmental
- Feels comfortable in front of a group
- Able to read and follow a script
- Understands the importance and purpose of fidelity (following the curriculum)
- Possesses good communication and interpersonal skills
- Exhibits enthusiasm
- Is dependable and consistent
- Is willing to facilitate a small group
- Has interest in working with older adults
- Possesses life experience resulting in empathy to the needs and abilities of older adults.
- Education or health care experience a plus

OVER

Leader Expectations:

- Can be staff, volunteers, or workshop participants
- Ability to attend 4 ½ -day training taught by 2 Stanford Certified T- Trainers
- Ability to facilitate 2 or more 6-week workshops per year
- Ability to help recruit and train new workshop leaders

Workshop Responsibilities:

BEFORE THE WORKSHOP BEGINS

- Prepare for each workshop by reviewing *Help Yourself* manual and materials
- Organize the workshop meeting space with supplies and refreshments

DURING THE WORKSHOP

- Present the workshops according to the directions, training and materials provided
- Encourage interactive discussion about the concepts and skills presented
- Monitor and connect with each participant
- Promote socialization and a solution-oriented environment among the participants
- Strive to ensure that workshops follow the proven model by:
 - Co-facilitating workshops with another trained lay leader
 - Presenting the workshops based on the training and manual provided
 - Serving as a facilitator rather than a lecturer. Facilitators focus on *process* – helping create a sense of connection between group members and leaders to create a safe and optimum environment of mutual learning and support.
 - Not altering the number of sessions (6) or duration of sessions (2.5 hours)
 - Enrolling no more than twenty (20) participants in each workshop
 - Offering the workshops over six (6) consecutive weeks – (e.g., avoid scheduling a workshop if a holiday or other event interrupts the 6-week sequence)
 - Not altering workshop content (e.g., adding guest speakers or modifying program curriculum to offer additional information to that provided in the manual)
 - Disallowing any form of promotional content for another program or service

UPON THE COMPLETION OF WORKSHOP -- Ensure that participants complete the required evaluation materials and that evaluation materials are sent to:

Sally Hurst
319 Church Street, Lewisburg, WV 24901

304-520-4460 shurst@marshall.edu

I have read the above information and I agree to abide to the best of my ability by the Master Trainer abilities/values, training expectations, and workshop responsibilities as outlined.

Signature: _____ Date: _____

Printed Name: _____

Title: _____

Organization: (if applicable) _____

Please direct questions to Sally Hurst 304-520-4460 shurst@marshall.edu