

6/13/2019

Service Design For:

Sexual and Reproductive Health Education Services (one to one and/or small group)

Need for Service:

This service is designed to specifically benefit Redwood Coast Regional Center clientele. Statistically people with developmental disabilities are at extreme risk for sexual assault, abuse, coercion (NPR 2017, Balder 2018, Sobsey). Service coordinators have identified RCRC clients who are being taken advantage of, pressured or manipulated into situations that aren't healthy for them, and or sexually harassed, assaulted or abused. Planned Parenthood Northern California will offer small group and individualized education to support clientele to develop knowledge and skills concerning their bodies, their rights, healthy decision making, and asserting their personal boundaries.

About Planned Parenthood Northern California Education Department

Planned Parenthood Northern California's Education Department is comprised of people with various skillsets and expertise. It is a value of the organization to weave these skillsets into an approach to education that is inclusive of various educational and developmental needs concerning sexual and reproductive health. The Department attends regular semi-annual trainings with both statewide and inter-organizational representatives to make sure the content we deliver and train on is in alignment with the state laws. In California, these standards are some of the most expansive in the country which leaves our education department well equipped to educate and facilitate meaningful discussions on various issues such as sex trafficking, inclusive sexual and reproductive health education, media literacy and decision making when using social media, local and national Sexually Transmitted Disease (STD) statistics, teen pregnancy, etc. We believe the more people know what their rights are, how to navigate conversations around Sexual and Reproductive Health (SRH), and to be assertive in regards to their personal boundaries and bodies, the more they can make informed and healthy decisions.

Planned Parenthood Northern California Eureka consists of one Senior Health Educator, Kate Jamison-Alward MSW, and two Health Educators, Chelsey Castiglione and Jason Valdez. In addition to the Staff here, there are two Education Managers Located in San Francisco (E.B. Troast MPH) and Redding (Toni Donovan MPH). There are other organizational superiors as well, and the Organizational structure (see attached organizational chart) ensures that our education materials adhere to standardized requirements to ensure accuracy, content, appropriateness, etc.

Our Education Staff in Eureka are used to facilitating educational presentations over a multitude of environments including: public schools, group homes, juvenile justice facilities, continuation schools, alternative education schools, special day classes, resource classes, college classrooms, tabling events in general community settings, live-in facilities, committee and group meetings with peers, statewide and local presentations, boards, and organizational meetings. Additionally, all three educators work intensively with a peer education group comprised of teenagers ranging from 10th-12th grade who herald from different socioeconomic, developmental, emotional, and geographical locals from all around Humboldt County.

Our staff does a good job of supplementing each other's backgrounds, knowledge, and approach to various situations. Senior Health Educator, Kate, has extensive experience working at Planned Parenthood's clinic, within schools while receiving her MSW, and through volunteering for Planned Parenthood since initially getting involved with a peer education group as a teenager (see attached resume for details).

Chelsey has worked with people from various backgrounds. She also has an extensive volunteer history and is well adept towards medical science and accurate updated information regarding procedures and processes involved with clinic visits and sexual reproductive healthcare in general. She stays in close communication with clinic staff to ensure what we say as a department is reflective of real-life clinic circumstance.

Jason has an extensive history working in Applied Behavior Analysis to support neurodiverse people particularly through interventions that targeted building new skill repertoires and replacing undesired behavior excesses. Through this career history he has experience supporting neurodiverse people, gaging comprehension, and knowing how to communicate with support staff of people receiving services. Previously, an associate clinician for a private organization, Jason oversaw cases to assure treatment was being carried out with integrity to the behavior plan, helped draft goals and behavior plans, provided feedback for clientele's family to help with the development of skills and worked extensively with neurodiverse people in one on one settings as well as in group environments.

About the Service:

The Sexual and Reproductive Health (SRH) Education Service will support individuals served by RCRC within the community to make informed choices concerning their bodies insomuch as it concerns their sexual and reproductive health.

Through our services, clients will be provided information in an unassuming and nonjudgmental environment. This should encourage honest communication that allows educators to help address client concerns/needs. It will also help gather information on why specific behavior and/or interest are garnered by a particular client. This will hopefully allow for a more holistic approach to addressing sexual reproductive health.

Lesson plans will be focused on concerns as expressed by the client, their family, and/or case managers and service providers that work in support of the client interest.

A training or educational opportunity will be provided for the client at a location of their choosing. During this meeting the educator will assess the client's current understanding of their sexual and reproductive health and rights. Under some circumstances support staff may be included if necessary and agreed to by client.

The next meeting would be an opportunity for an individual meeting in which the client and the educator could discuss more specifically whatever concern the client or the client's team have. For instance, maybe there are concerns with a particular client utilizing internet safety when talking to strangers on discussion forums and/or chat rooms. This meeting would allow for a further discussion and hopefully an identification of an elaboration of skillsets that could aid the client's further development or knowledge concerning their bodies and the choices they make around it. Depending on the client and their need, this meeting would be created with consideration to such factors. For instance if they need a task analysis or chart, that could be developed so they have a reminder, for instance, not to give information to strangers on the internet. There would then be a follow-up meeting to see how things are going and whether or not there are new areas in which the client will need support or could use more information/follow-up.

Entry and Exit Criteria:

Any RCRC client who is willing and able to access SRH Education could be supported by this service.

Clients would exit the program when their goals are met and/or it has been determined that the client is no longer benefiting from the service.

How to Access the Service:

SRH Education can be requested by the Service Coordinator through a referral which would include specific needs and interests to better facilitate buy-in and participation/motivation for the client.

Monitoring Progress:

Educational staff create objectives with our lesson plans. Each lesson plan can adhere to a specific goal and will have comprehension or generalization check included within the lesson. Summary of services provided can be submitted quarterly. Our Lesson Overview sheets can also be provided, and will state the name of the client and the date.

Curriculum:

Planned Parenthood Northern California champions healthy communities and increases access to quality healthcare, information and reproductive freedom by providing medical services, education and advocacy, we utilize a variety of curriculum to meet these objectives, such as but not limited to: Making Proud Choices, Circles, Positive Prevention Plus, Intimate Relationships and Sexual Health, Be Proud Be Responsible, etc.

Outcomes

Outcomes will be aimed at improving the overall general reproductive health and safety of clients. There are means to approach sexuality for everyone that ensure physical health, promote psychosocial health, as well as healthy communication, boundaries and inform clients about their rights and issues that could be of legal concern.

After services, clients will demonstrate a better understanding of topics related to sexual and reproductive healthcare.

Clinical implications

Clients will be referred for clinical follow up as needed when/if there are specific issues/concerns that arise.

Anticipated length of service:

This will be determined individually, and could range from one session to several or a combination of individual and group sessions, depending on the person's needs and interests.

Service Locations:

Services will be in various locations. We are willing to serve all of Humboldt County as well as Del Norte County. Planned Parenthood Northern California, Eureka has two offices and three educators between them. However, depending on time and scheduling, there is also a conference room that could be made available for different purposes (whether a class or individualized education).

Education can additionally happen at the regional center, or in other community locations.

Service Hours:

Office hours- office hours are typically between 9-5, Monday through Friday, for the education department.

Direct service operating hours- Services will be available between 9-5, Monday through Friday.

Service schedule accommodations can be made if there is enough notice and time to plan accordingly. We will need at least a month to make accommodations in consideration to our time and availability.

Documentation:

Planned Parenthood keeps logistical documentation on presentations that include the duration of presentation, the amount of participants, as well as their gender and ethnic background as well. Lesson plan overviews are available to anyone acting on behalf of a client, which has a general overview of the lesson content, the time frame for each segment of the lesson, and source materials from which the lesson was comprised. Lesson content is available prior to a scheduled presentation as well for parents, individuals, or people working on behalf of the client. Lesson plans can be generated for individuals or groups.

Individual Service Plans- Goal statements can be seen as objectives that are quantifiable. For example: "participant will be able to name three characteristics of a healthy relationship, and three characteristics of an unhealthy relationship." This can be documented as to whether or not this occurred, and if not, there can be follow-up content to ensure learning objectives are met.

Once the objectives are met, if needed collaboration with outside agencies can occur to see if these skills are applied or generalized in different environments/contexts.

Progress Reports- As our services are not intensive, progress reports can be comprised of the quantifiable data associated with learning objectives as stated above. Goals can be created through the collaboration of Planned Parenthood Northern California, RCRC and/or other representatives working in conjunction/on behalf of client interest.

If the presentation is structured for a group of individuals, progress reports can be based off of data as recorded by Planned Parenthood Northern California staff or written material (where applicable), that are administered to participants. Progress Reports will not include personal information as disclosed by clients.

Data collection- We will administer entry and exit surveys that can demonstrate comprehension before and after education. This can help identify areas that should be further elaborated.

We can also provide **hand-outs** in certain circumstances, whereby participants demonstrate their understanding of certain concepts through filling it out.

In addition, **contact logs** can be maintained for one on one education where lesson content and objective notes about client/educator interaction are maintained. E.g. "XX then asked a follow up question about password security."

Last, we can generate specific data collection sheets to ensure that we are monitoring specific educational targets. Depending on the goal, the topography of data collection may vary.

Attendance will depend on what type of education the client needs. This can happen quarterly, weekly, or even over the course of one week every day. This really depends on the specific needs of the individual. RCRC will be notified after the client's 5th unexcused absence, and services will be re-evaluated at that time.

Accountability- Sign in sheets as signed by the client or when applicable, someone acting on behalf of the client.

Record Maintenance/confidential records- we will keep physical files of all information received on behalf of the client and or all pertinent documentation to substantiate services in secured files for 5 years. These files can be made readily available for review in case of an audit.

Billing and financial records-

We will maintain all billing and financial records in a secure physical or electronic form for 5 years after the date of service provided.

Personnel

Hiring criteria- Health educators are generally required to have a Bachelor's degree or equivalent time/experience dedicated to reproductive health and education.

All Planned Parenthood employees are fingerprinted and given background checks to assure they don't have any violent or criminal offenses on file.

Staff training- All staff are required to attend the following trainings upon being hired: Mandated Reporting, HIPPA policies, inclusivity training, dangerous situations training, etc. There are also annual required trainings in which staff renew their understanding of specific concepts and get recertified on specific practices/principles.

Confidentiality- All staff are required to re-sign/retrain on HIPPA policies once a year.

Zero Tolerance for Abuse Policy- There is a Zero Tolerance for Abuse Policy already in place with Planned Parenthood (see attached).

Cost

Cost Analysis/budget- **USUAL CUSTOMARY SERVICE LETTER**

Fees/rates- **GENERAL COST PER HOUR OR SESSION RATE**

Transportation/Travel (if applicable)-

Attachments

Vitae, resume, license, certificates for Kate, Jason, and Chelsey

Sample of Referral/Lesson Overview Sheet

Sample Progress Report- Lesson Overview Sheet

Organizational Chart

Client Grievance Procedure -

Katherine (Kate) Jamison-Alward

351 Trillium Lane, Bayside CA 95524

(510) 717-0865

kjamison-alward@ppnorcal.org

Employment History

Senior Health Educator • Planned Parenthood Northern California • July 2014 - Present

Intern • Southern Humboldt Family Resource Center/South Fork High School • Aug. 2012 - May 2013

Hold weekly hour-long informal counseling sessions with 5 high school students, teach Health and Development classes to 4th-7th graders at Whitethorn and Agnes Johnson Elementary school, & coordinated and provided training for the SFHS Peer Mediation program (Conflict Mediation). Smaller tasks have included: crisis counseling/response for students at SFHS, assistance with student conflict mediations & Alternatives to Violence Project (anti-bullying, pro-social skills training) with 8th grade at SFHS & 7th grade at Redway Elementary, case management at the FRC.

Intern & Editor • Locally Delicious, Inc. • July 2011 – Present

Provide multi-faceted support and project coordination for small non-profit focused on supporting the growth of the local sustainable food system. Facilitate meetings and focus groups, edit and update website, social networking and public relations, create promotional multi-media. Co-editor & project management of group's next project, a children's cookbook.

Grant Writing Support & MSW Intern • Six Rivers Planned Parenthood • 2011; Aug 2013 - June 2014

Assisted Nicole Gans, Director of Information and Education, with the Information and Education grant application (for \$50,000) for funding from the California State Office of Family Planning (OFP) for sexual health education in Del Norte County. Researched and wrote needs assessment, revised and edited documents. Funding pending. Completed second year of MSW Internship with SRPP, in Education, Administration, and Health Center. Published evaluation of Spare Change program as Masters Project.

Grant Writing Support • Humboldt County Office of Education • Nov. 2009 – Jan. 2010 & Oct. – Dec. 2010

Assisted Dr. Beth Chaton, TAPESTRY and Afterschool Program Coordinator, with one Community Challenge Grant (CCG) application (for \$200,000) in 2009-10', and two CCG applications (for \$100,000 each) in 2010 for funding from OFP for sexual health education in the Eel River Valley and Eureka. Conducted research and compiled data; wrote needs assessment and sections of other documents; took notes and assisted at community collaborative meetings and focus groups; edited and revised document drafts; assisted with final organization and binding. Grant application for 2010 cancelled statewide after submission. Program for 2011 cut entirely at State level after submission.

Administrative & Events Coordinator • Sequoia Park Zoo Foundation • July – Nov. 2010

Worked with Development Director, Melinda Booth, in administration of the non-profit body supporting the Sequoia Park Zoo in Eureka. Duties of position were very diverse: conducted office/clerical duties; public relations in person/phone/email; maintained donor database; processed and deposited donations and rental fees; wrote, designed, and published online and hardcopy newsletter (in-house) in coordination with Booth; took minutes for board meetings; coordinated bulk mailing; facilitated rentals of community room for parties and meetings (around 4 per month) including set up, management, and clean up; hosted educational children's birthday parties; led Zoo tours; assisted with formal gala event, then planned, coordinated, and directed Halloween family event.

Temporary Clerical Support • Margaret Gainer, Gainer & Associates • Oct. – Nov. 2009

Assisted local Community Development Consultant with spreadsheet organization using MS Excel.

Assistant Donations Coordinator • Link TV/Link Media • Aug. 2006 – Aug. 2007

Began as Intern and then employed in Viewer Relations Department at independent, non-profit TV station focused on international news and documentaries located in San Francisco. Internship duties: Responded to viewer emails and letters; performed standard office/clerical duties; wrote program descriptions and other material for website; independently authored website special feature (including interview, transcription, research, and editing); prepared scripts, ran teleprompter and other equipment during filming of pledge drive programming; recorded voice-overs for re-broadcasts of Middle-Eastern news sources. Employment duties: Received, processed and deposited grant and viewer donation checks tri-weekly; managed donor database.

Caterer • Summer 2005 – Present

Employers include, but are not limited to: Tamara Tafoya, Celebrations Catering/Brio Café Manager; Beverley Wolfe, Avalon Restaurant & Catering; and Eric Litzky, Eric Litzky Catering, Alameda, CA.

"Handywomn"

• *Summer 2005 - Present*

Gardening/landscaping, housecleaning, childcare/nanny, window washing, interior painting.

Education

University of California, Berkeley: August 2007 – May 2010

B.A. in Cultural Anthropology

Graduated Summa Cum Laude, 3.93 GPA

Study Abroad Spring 2009 at the **University of Ghana**, Accra, Ghana, West Africa

Finished final two classes at **Humboldt State University**

Transferred from **Diablo Valley Junior College** in Pleasant Hill, CA

American University, Washington D.C.: August 2005- May 2006

Began as International Relations major, School of International Service

Arcata High School, Arcata: August 2001- June 2005

Volunteer Experience

Board Member • Humboldt Health Foundation • 2012 - 2018

Liaison/Volunteer/Host Sister • AFS Intercultural Program • Aug. 2002 – Present

Part of host family since 2002 for diverse international students including students from Italy, Germany, Finland, Norway, Austria, Thailand, & Indonesia. As liaison (2009 - present), hold regular meetings with students (from Malaysia, Costa Rica, Egypt) and host family, and submit formal reports on participant well being to AFS. As volunteer and host sister, have assisted with numerous AFS events. 10 years of informal tutoring, mentoring, and counseling on academic, linguistic, cross-cultural, and mental health issues.

Spare Change Program Support • Six Rivers Planned Parenthood • Jan. 2011 - Present

Support for Program Coordinator, Karrin Palmer, and mentoring for 18 youth. Ran information table at Academy of the Redwoods student health fair; assisted with initial training and midyear retreats. Provide on-call support.

Staff Editor • Berkeley Undergraduate Journal • Jan. 2008 – Dec. 2008

Member of editing board that reviewed, selected, edited, and published UC Berkeley undergraduate research papers. Collaborated on revisions with authors during multiple one-on-one meetings under extremely compressed deadlines; co-authored Journal's handbook/guideline manual; assisted in training of new staff. Members of board chosen based on their English composition and grammar skills.

Peer Educator • Six Rivers Planned Parenthood • Aug. 2003 – May 2005

Member of Spare Change Peer Education/Teen Theater Troupe during high school. Wrote many skits, educational materials, and lesson plans. Completing 70+ hours of formal training in sexual health education; attended weekly meetings and periodic trainings for 2 years; presented sexual health information in diverse Humboldt County schools on topics including healthy relationships, cycle of violence, violence prevention, respect for sexual diversity; filled in for actors during performances of skits addressing respect for sexual diversity and date rape.

Professional Qualifications

Certified Paraprofessional: NCLB test passed January 2011

Sexual Health Curriculum Trainings: "Positive Prevention Plus" Nov. 2010; "Be Proud, Be Responsible!" (Oct 2015); "Making Proud Choices!" (2018); "Be Real. Be Ready." Trainer of Trainers.

San Francisco Sex Information (SFSI) Training certification: December 2017

Sexual Health Topics and Presentation Training: 100+ hours of training on sexual health topics including, but not limited to, violence prevention, STD/STIs, comprehensive contraception, public speaking, and classroom education methods.

Software Proficiency: Microsoft Word, Excel, Publisher, and Power Point; Adobe Photoshop & InDesign; ETapestry & The Raiser's Edge (non-profit fundraising/donor database).

Publications

SIX RIVERS PLANNED PARENTHOOD'S SPARE CHANGE PEER EDUCATION AND TEEN THEATRE TROUPE: AUDIENCE AND PROGRAM PARTICIPANT OUTCOMES, FALL 2006 – SPRING 2011. Masters Project. Published 6-2014. <http://humboldt-dspace.calstate.edu/handle/10211.3/123972>

Centralized Power in the UC Board of Regents. Kroeber Anthropology Society Journal, University of California, Berkeley. "The University in Crisis." Issue 98, Special Addition 2010.

Sexual Prejudice and the American Education System. California Alliance Concerned with School Age Parenting and Pregnancy Prevention (CACSAAP). March 2005 newsletter.

Qualities

- Focused, intellectually engaged, quick learner.
- Passionate about reducing social injustice - culturally sensitive and knowledgeable
- Empathetic, tactful, communicative
- Local focus - career goal to support the social, economic, & physical health of Humboldt County
- Strong attention to detail, particularly in text and public documents
- Responsible, consistent, and punctual
- Adaptable and open-minded to work - diverse skill base and work experience

Skills

- Adept and tactful communicator - ability to translate ideas across cultural/educational boundaries and mediate conflicts
- Strong English language and composition skills - emphasis on formal writing styles including grant proposals, research papers, and ethnography

- Culturally proficient and knowledgeable of local communities, including, but not limited to: Latino, Hmong, & American Indian (Wiyot, Hupa, Yurok, Karuk)
- Negotiation of bureaucracy in large, complex institutions
- Knowledgeable of current standard office procedures & clerical duties - non-profit background
- Training in qualitative and quantitative research methods, including hard data collection, focus groups, key informant interviews, and surveys
- Developing Spanish proficiency: high school/college classes; now regaining conversation skills

Interests

Organic gardening and local food movement: took Organic Vegetable Gardening class at HSU, Spring 2010; have managed and assisted with productive gardens since returning to Humboldt County. Regularly attend and have worked at Arcata Farmer's Market.

Youth development/leadership: involvement with AFS international high school exchange and Spare Change Peer Education programs; have applied to work as Resident Mentor with TRiO Upward Bound college-prep program for youth from families with low educational achievement.

Ethnography: interest in local history and gaining ethnographic knowledge of local communities and cultural groups. Took HSU ANTH – 485, “Karuk ethnobotany and basketweaving” course/weekend retreat in Orleans; Karuk elders/tribal members shared knowledge of subsistence and forest management strategies with Anthropology, American Indian studies, Botany, and Forestry majors from HSU.

Playing the mandolin: currently learning to play bluegrass mandolin; music background (piano, flute).

References

Amy Bruce, former SRPP Director of Education

Cell: (707) 845-5621

Email:

Christina Huff, Director of Southern Humboldt Family Resource Center

Work: (707) 923-1147

Cell: (707) 499-1271

Email:

Gabe Kelly, former SRPP Health Educator

Cell: (707) 407-5683

Email:

Ranjan Hatch, former Spare Change Coordinator

Work:

Cell: (707) 407-6735

Email:

Beth Chaton, HCOE Employer, Positive Prevention Curriculum Training Organizer, & Mentor

Work: (707) 445 – 7179

Email: bchaton@humboldt.k12.ca.us

Nicole Gans, Six Rivers Planned Parenthood (SRPP) Employer & Mentor

Work: (707) 442 - 2961

Email: Nicole@srpp.org

Debbie Hartridge: Retired SRPP Education Director (Supervisor of Spare Change, 2003-2005)

Home: (707) 822 - 4335

Email: dhartridge@att.net

Abby Munro-Proulx: AFS Hosting Coordinator & Family Friend

Home: (707) 822-0727

Email: AbigailMP@aol.com

Chelsey Castiglione

Objective

I seek to increase health and education through compassionate dedicated service.

Experience

Planned Parenthood Northern California August 2013 – December 2015

Reproductive Health Specialist

- educated patients on birth control, STIs, reproductive anatomy
- provided outreach services to HSU students
- provided support to people surrounding sexual assault, intimate, partner violence, LGBT issues, child abuse, pregnancy, miscarriage, abortion

Canvass for a Cause

Summer 2011

Field Canvasser

- informed community members of LGBT issues
- advocated for pro LGBT legislation such as Marriage Equality New York and No on Prop 8, through community outreach and lobbying

March of Dimes

August 2009 - July 2009

Advocacy Chair/ Salk Symposium Chair

Volunteer Position

- organized and ran a county wide symposium on medical advancements in the fields of birth defects, prenatal care, premature birth, genetics, and health care access
- lobbied for legislation to increase medical insurance coverage of prenatal and neonatal care
- educated people on teratogens, folic acid, prenatal care, birth defects, and many other aspects of pregnancy

Sharp Grossmont Hospital

August 2006 - August 2007

Patient Advocate

Volunteer Position

- provided basic care to women's care and pediatric patients
- organized a community health fair aimed at increasing access to health services for low income people

Education

Humboldt State University

2009 - 2013

Bachelor of Arts in Anthropology

- Concentration in Physical/Biological Anthropology

References

Ranjan Hatch - Family Planning Manager

(707) 407-6735

Lyn Szabo - Physician's Assistant

(707) 499-6398

Lisa Peterson - Registered Nurse

(707) 502-8514

Jason C. Valdez

HEALTH EDUCATION SPECIALIST

Tel. 7076167358 Email. jcv7@humboldt.edu Web. <https://www.linkedin.com/in/jason-valdez-243675178>



BIOGRAPHY

I love to learn and develop new skillsets. Through my work experience, I have learned about psychology, motivation, cultural values, communication, equality, biology, medical science, computers, and much more. I like to keep a creative and open mind in my approach to work, while articulating the skills I've developed.

// WORK EXPERIENCE

Health Education Specialist

Planned Parenthood Northern CA / Eureka / September 2015- Present

Secured Vendorization from Redwood Coast Regional Center. Data and Program Coordination for CDPH. Trainer for CDPH. Peer Education and Teen Theatre group coordination and recruitment-including media production, camp facilitation, training development and coordination for SRH and related fields. Education for elementary-adult community members primarily at schools, but also at living facilities, juvenile detention center, colleges, etc. Specializing in curricula and lessons designed to meet CHYA mandates for 6th-12th grade.

Associate Clinician

Trumpet Behavioral Health/ Arcata CA/ October 2012- September 2015

Intensive behavioral intervention in high risk/need cases utilizing Applied Behavioral Analysis. Very effective with behavioral modification. Strong problem solving and communication skills. Supervision of staff. Report writing. Deadline and time management mandatory for funding. Data analysis. Staff coverage, meeting coordination, performance reviews, troubleshooting conflict and resolution pre-emptively to maintain rapport with clients, families and staff. Remote and independent work required. Employee recruitment and award for high retention rates amongst recruits.

Behavioral Therapist

Trumpet Behavioral Health/ Arcata CA/ June 2011- October 2012

Direct support to clients in classrooms utilizing assistive learning devices and behavioral strategies as outlined in Behavior Plans with high performance outcomes.

// EDUCATION

BA-Anthropology

Humboldt State University/ 2006-2011

3.3 Major GPA
TA- Anth 101, 310, 410 (Cultural, Linguistic, Theory)

Other Work

HSU Grader, Graphic Design, Alternatives Gallery Coordinator, Press releases writer, cook

// REFERENCES

Laurie Goldberg-HCOE 707-502-4919

Lauren Cook- HCOE 707-672-4885

Cody Johns- Assistant Director ALP 512-203-1982

Anthony Taibi- personal/creative- 607-592-3447

// TECHNICAL SKILLS

Microsoft Office Suite

Adobe- Premiere, Audition, Photoshop, Flash, Indesign

Public Speaking/ Presentations/Communication/Sensitive info.

Organization

HIPPA

Data Analysis and Coordination

Staff Training & Development-Continuous quality improvement and employee evaluation and performance reviews

Meeting facilitation- Zoom, Webex, etc. In person

Media Production- social, movies, music, packaging

Budgeting and Spenddowns

LESSON PLAN: [Title of lesson]

Educator:

Topic(s):

Location:

Audience:

Total Time:

OBJECTIVES:

By the end of this session, participants will:

- 1.
- 2.
- 3.
- 4.

AGENDA:

Minutes	Activity

MATERIALS:

-
-
-
-



Planned Parenthood Northern California

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CA HEALTH EDUCATION CONTENT STANDARDS

Grade level:

Standards:

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Title of Lesson

BEFORE THE CLASS

[List anything that needs to happen before the class. Some examples are check media, print out necessary materials, etc.]

TITLE OF SECTION/ACTIVITY

Purpose

[Instructions: Write the purpose of the activity here.]

Materials

- [Instructions: List the materials that will be needed for this lesson and the quantities.]
-
-

Activity

[Describe the activity here. Be sure to include how to introduce the activity and close/transition to the next activity.]

TITLE OF SECTION/ACTIVITY

X minutes

Purpose

[Instructions: Write the purpose of the activity here.]

Materials

- [Instructions: List the materials that will be needed for this lesson and the quantities.]
-
-

Activity

[Describe the activity here. Be sure to include how to introduce the activity and close/transition to the next activity.]

TITLE OF SECTION/ACTIVITY

X minutes

Purpose

[Instructions: Write the purpose of the activity here.]

Materials

- [Instructions: List the materials that will be needed for this lesson and the quantities.]
-
-

Activity

[Describe the activity here. Be sure to include how to introduce the activity and close/transition to the next activity.]

TITLE OF SECTION/ACTIVITY

X minutes

Purpose

[Instructions: Write the purpose of the activity here.]

Materials

- [Instructions: List the materials that will be needed for this lesson and the quantities.]
-
-

Activity

[Describe the activity here. Be sure to include how to introduce the activity and close/transition to the next activity.]

RESOURCES

- [List resources and include a brief description of each resource. Resources are materials, websites, community organizations, etc. that may be shared with participants]

HOMEWORK

[list homework and instructions here.]

EVALUATION

- [List how will you evaluate this lesson.]

SOURCES

- [List all sources used in this lesson.]

Materials

[Either include your materials, such as handouts, or list where to find these materials on SharePoint, online, or elsewhere.]

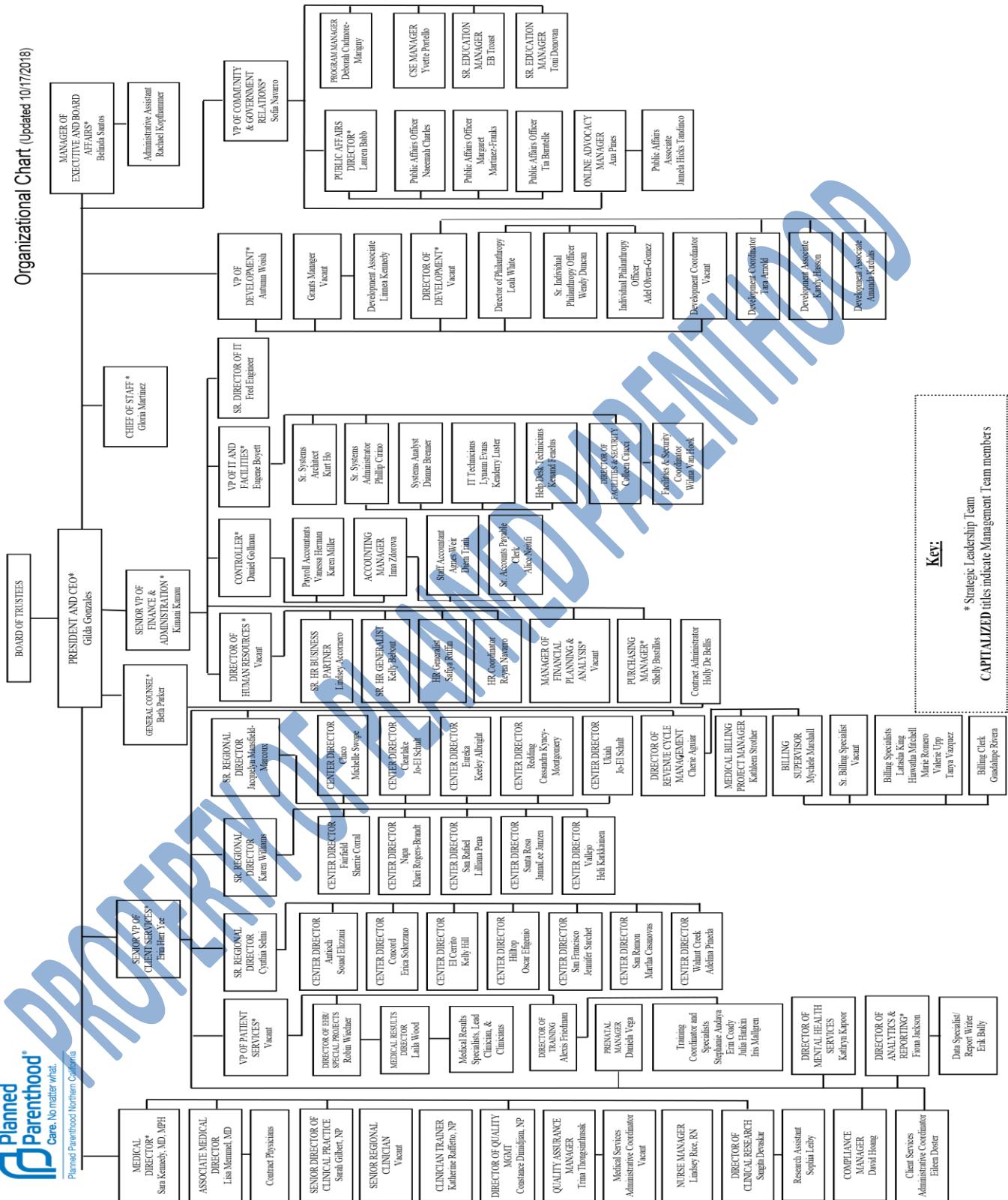
PROPERTY OF PLANNED PARENTHOOD



Cares. No matter what.

Planned Parenthood Northern California

Organizational Chart (Updated 10/17/2018)



Client Grievance Procedure-

A grievance is defined as a situation or condition a client thinks is unfair, unjust or inequitable. In addition, if a client states they want to file a grievance, a grievance should be completed. Under this Client Grievance Procedure, you should submit a grievance in the following sequence: If you have a grievance, the concern can be discussed with a Planned Parenthood Northern CA Education staff. If you decide to speak to a Planned Parenthood Northern CA Education staff and an agreement cannot be reached, you should proceed to the next step of this grievance procedure. You can also file a grievance without any discussion and proceed to the next step.

Please complete this grievance form and mail or email to the address below.

1. Your Name: _____

2. You will receive a response from us within 30 business days after you file with us. Please provide us with the phone number and or address, or email you prefer to be contacted at:

Phone: _____ Address or email: _____

3. Please state the complaint, issue and the remedy you seek, and best way to get in contact (phone, email, mail):

Email/Mail/Call with the above information to:

Toni Donovan, MPH, MCCHES (Preferred Pronouns: she, her, hers)

Senior Education Manager

Planned Parenthood Northern California

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