**DPH Racial Equity Champions Program**

**Overview**

The SFDPH leadership has made a commitment to advancing equity in our work and workplace culture. This means that all areas of the department must have staff actively working toward these goals. This proposal allows uniform release and support of staff to provide this work. The Racial Equity Champions program aligns directly with the True North dimension of Equity, and supports the goals for both Quality and Care Experience. This program also aligns with the Trauma Informed Systems Champions program which equips staff to educate and advocate for trauma informed practices in their area. Trauma informed practices are one tool staff and policy makers may use to advance racial equity, through encouraging empathy, introspection and healing practices.

**Equity Champion Goals**

The goal of the Racial Equity Champions Program is to equip staff with the skills needed to help shift workplace culture and to incorporate equity considerations into their work. To this end Equity Champions will engage in trainings, program development, and other skill development. **The commitment required is approximately 5 hours of work per month for 1 year**. This number of hours was selected to allow adequate time for learning and meaningful implementation work. The term is limited to one year to allow more staff to participate in a given area. It is also hoped that this will create at cohort effect, where Racial Equity Champions from previous years can support those coming after, and new Champions can build on the work of their predecessors.

**Commitment to learn**

Racial Equity Champions are expected to be at different levels of knowledge and skills around issues of racism, health disparities, and policy and program design. All Champions will be required to devote some time to learning on these and related topics. A learning plan is required as part of the application and should be approved and supported by either Designated Equity Leader in the Champion’s area or by the equity staff in central administration (if no designated leader exists). Suggested activities for learning include:

* Attending Equity Learning Series discussions and workshops
* Attending other available sessions like mindfulness, TIS or equity skills training
* Reading suggested materials or self-designated materials or watching suggested videos
* Attending suggested conferences
* Working on a project with another unit that is racial equity focused

Champions will be given opportunities for intensive learning not otherwise available to all staff. These courses may meet the commitment to learning, or be additional learning as part of professional development.

**Commitment to implementation through teaching, quality improvement, and advocacy**

Racial Equity Champions will be expected to work in their area to meet the goals set for their section or division. Goals and a plan of major activities will be approved as part of the application process in consultation with either Designated Equity Leader in the Champion’s area or with equity staff in central administration (if no designated leader exists). Suggested activities for teaching, quality improvement or advocacy include:

* Participating on the Equity Council or Equity team in their area
* Arranging logistics for Equity Learning Series Discussions in their area
* Conducting focused data gathering, interviews, or data review in their area
* Assisting in developing educational materials
* Assisting in conducting equity trainings
* Coaching other team members on discussions of race
* Responding to requests for Race Equity Technical Assistance
* Facilitating racial dialogue within their area or the department more broadly

**Approval:**

Racial Equity Champions will work with the equity leadership staff in their area or with the equity staff in Central Administration to define their learning and improvement goals, check in on their progress and sign off on their completion of the goals.

**Successful Completion:**

Racial Equity Champions should keep records of activities they undertake with their learning and implementation time. These activities should be reported on the Report of Completion and signed off by their supervisor and area director. Managers are encouraged to include this successful completion as part of the employee’s performance review.

**DPH Racial Equity Champions Application**

Send application to: 101 Grove Rm 308 c/o Dr. Ayanna Bennett, or email to Equity@sfdph.org

**Name: ­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Division/Unit\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class: \_\_\_\_\_\_\_\_**

**Race/Ethn.:** Black/Af.Amer. Asian Latinx White Pacific Isl. Nat.Amer. Other**\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Why do you want to be a Racial Equity Champion: 200 words max**

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**Learning activities proposed: (may change over time)**

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| Activity | Hours (20-30h) |
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**Implementation activities proposed: (may change over time)**

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| --- | --- |
| Activity | Hours (30-40h) |
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**Approvals**

|  |  |
| --- | --- |
| Racial Equity Champion name: | Signature/Date: |
| Supervisor name: | Signature/Date: |
| Division Director/designee: | Signature/Date: |

**DPH Racial Equity Champions**

**Report of Completion**

Send application to: 101 Grove Rm 308 c/o Dr. Ayanna Bennett, or email to Equity@sfdph.org

**Learning Activities Completed:**

|  |  |
| --- | --- |
| Activity | Hours |
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**Completion Narrative: What did you learn and what changed in your work area as a result of your efforts?**

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**Continuity Plan: What is needed to expand or sustain the changes you championed? What recommendation do you have for the next racial equity champion in your area?**

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**Certification of Successful Completion**

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| --- | --- |
| Racial Equity Champion name: | Signature/Date: |
| Supervisor name: | Signature/Date: |
| Division Director/designee: | Signature/Date: |