



## Professional Development Coordinator Responsibilities

Program Directors from each CDC DASH-funded program will be responsible for designating a Professional Development Coordinator for each of the CDC DASH priority areas—CSHP, HIV, and Asthma.

**Professional Development Coordinators will be responsible for:**

- Overseeing the program professional development initiative for their CDC DASH priority, as reflected in their cooperative agreement work plan.
- Ensuring that the CDC DASH Professional Development Practices are implemented (note that not all of the PD Practices need to be addressed at one time).
  - Sustain a Professional Development Infrastructure
  - Design Professional Development Offerings
  - Market Professional Development Services
  - Deliver Professional Development
  - Provide Follow-Up Support
  - Evaluate Professional Development Processes
- Acting as the liaison between the PDP Team and program staff/collaborators.
- Requesting professional development technical assistance from the PDP Team, as needed.
- Coordinating and collaborating on professional development efforts with other PD Coordinators (for sites with multiple DASH priorities—CSHP, HIV, Asthma).
- Participating in the annual PDP Institute or other CDC DASH-sponsored annual meetings that highlight PD practices.