

2023-2024 WIC Staff Training Plan

Updates are in bold

Quarterly In-services		
2023 In-services to be completed by March 31, 2024		
Training Topic	Facilitator	Audience
<p><u>2023 Risk Refresher</u></p> <ul style="list-style-type: none"> • Release Date: September 2023 • Due March 31, 2024 	<ul style="list-style-type: none"> • Local agency coordinator • Training supervisor • WIC nutritionist 	<ul style="list-style-type: none"> • All CPAs
<p><u>Preparing for OTIS</u></p> <ul style="list-style-type: none"> • Released Date: August 2023. • 30-minute Video and discussion. Materials available in Workday Learning • Staff evaluation form • 40 – 60 minutes • Due March 31, 2024 	<ul style="list-style-type: none"> • Local 	<ul style="list-style-type: none"> • All staff
2024 In-services		
Training Topic	Facilitator	Audience
<p>Exit Counseling</p> <p>Release date: TBD Complete by: 12/31/2024</p>	<ul style="list-style-type: none"> • Local agency coordinator • Training supervisor • WIC nutritionist 	<p>Certifiers, Coordinators, and WIC Nutritionists</p>
<p>Participant-centered services in a hybrid world</p> <p>Release date: 2nd Quarter 2024 Compete by 12/31/2024</p>	<ul style="list-style-type: none"> • Local agency coordinator • training supervisor or • WIC nutritionist 	<p>All staff</p>
<p>Nutrition Risk In-service</p> <p>Release date: June 2024 Complete by 9/30/2024</p>	<ul style="list-style-type: none"> • Training supervisor or • WIC nutritionist 	<p>Certifiers, Coordinators, and WIC Nutritionists</p>

2024 Breastfeeding In-service Release date: 3 rd Quarter 2024 Complete by 12/31/2024	<ul style="list-style-type: none"> Local agency coordinator training supervisor, Breastfeeding coordinator or WIC nutritionist 	Breastfeeding Coordinators, Certifiers
Annual Training Requirements		
Training Topic		Audience
2024 Civil Rights refresher <ul style="list-style-type: none"> Release December 2023 <ul style="list-style-type: none"> WIC Civil Rights Jeopardy Or create your own civil rights topic for your staff 		<ul style="list-style-type: none"> Complete by 12/31/2024
Staff Training and Online Courses		
Training Topic	Facilitator	Audience
<ul style="list-style-type: none"> FNS Breastfeeding Level 4 Self-Study with CPE Level four Wrap-Up Webinar July 24, 2024 	<ul style="list-style-type: none"> Self-paced module in Workday Learning and Webinar discussion 	<ul style="list-style-type: none"> WIC Nutritionists and Designated Breastfeeding Experts (BF Coordinators and IBCLC) Recommended for WIC Nutritionists
Training for Leadership Positions		
Training Topic		Audience
WIC Fiscal 101 <ul style="list-style-type: none"> One-hour webinar or review with assigned nutrition consultant. <ul style="list-style-type: none"> Webinar dates: May 16, 2024 and August 2024 Webinar slides are available on our website. Overview of WIC funding and expenditure requirements. 		<ul style="list-style-type: none"> Recommended for all new coordinators or fiscal staff

Remember to look for other training-related and connection opportunities throughout the year:

- LAWN
- NEWS
- OWCA
- Training Supervisor’s Forum
- Breastfeeding Coordinators & BF Peer Counselor Coordinators