

2023 WIC Staff Training Plan

Quarterly In-services	
Training Topic	Audience
Counseling Considerations for Nutritional Supplements and Developmental Feeding <ul style="list-style-type: none"> Release Date: April 2023 Due Date: 12/29/2023 	<ul style="list-style-type: none"> CPAs
Providing breastfeeding support in the first month Note changes in plans <ul style="list-style-type: none"> This in-service is being delayed until OTIS deployment. A breastfeeding refresher course will be offered in 2024. 	<ul style="list-style-type: none"> All CPAs and BFPC
2023 Risk Refresher Please note change in due date <ul style="list-style-type: none"> Release Date: September 2023 Due March 31, 2024 	<ul style="list-style-type: none"> All CPAs
<u>Preparing for OTIS</u> Please note change in due date <ul style="list-style-type: none"> Released Date: August 2023. Due March 31, 2024 30-minute Video and discussion. Materials available in Workday Learning Staff evaluation form 40 – 60 minutes 	<ul style="list-style-type: none"> All staff
Annual Training Requirements	
Training Topic	Audience
<u>2023 Civil Rights refresher</u> <ul style="list-style-type: none"> Released May 2023 Online module to be taken independently on Workday Learning Or create your own for your staff 	<ul style="list-style-type: none"> All WIC Staff must complete by 12/30/2023 Self-study module
Staff Training and Online Courses	
Training Topic	Audience
2022 FNS Breastfeeding Training Levels 1-3 <ul style="list-style-type: none"> Required for all WIC staff. The number of sessions varies by role Sessions scheduled for October 4, 2022, through November 29, 2022 Remote-live trainings with recordings on Workday Learning 	<ul style="list-style-type: none"> Required for all WIC staff To be completed by 2/28/2023.
<ul style="list-style-type: none"> FNS Breastfeeding Training Level Four self-paced module Release Date TBD 	<ul style="list-style-type: none"> Required for Breastfeeding Coordinators, Designated Breastfeeding Experts, and IBCLCs. Recommended for Dietitians Complete by 12/30/2023

Training for Leadership Positions	
Training Topic	Audience
<p>WIC Fiscal 101</p> <ul style="list-style-type: none"> • One-hour webinar April 2023 and August 2023, or review with assigned nutrition consultant. • 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 Meeting
- Breastfeeding Coordinators & BF Peer Counselor Coordinators