



Memorandum

TO: WIC Regional Directors **#08-111**
WIC Local Agency Directors

FROM: Linda Brumble, Unit Manager **(Original Signed)**
Nutrition Education/Clinic Services Unit
Nutrition Services Section

DATE: August 22, 2008

SUBJECT: WIC Wellness Works – New Coordinator Training – Registration

Join WIC Wellness Works today! Identify volunteer coordinators in your clinics and have them sign up for the next *IDL Wellness Coordinator Training*. Sign up by Tuesday, September 02, 2008 for the Wednesday, September 10th 2008 12:15- 2:15 p.m. training (sign-up sheet attached).

The WIC Wellness Works Program (WWW) is a worksite wellness program for Texas WIC staff. WWW currently serves more than 1,800 employees in over 225 clinics. WWW is the result of a coordinated effort between state WIC and researchers at The University of Texas at Austin, Department of Kinesiology. If your clinics are interested in joining, please read the information below. There is a required *IDL WIC Wellness Works Coordinator Training*.

How will my clinics benefit from this program?

This program provides WIC staff with the opportunity to engage in healthy lifestyle behaviors that can positively impact their personal and WIC lives. Program participants have reported they can now “Walk the walk as well as talk the talk.”

What are the components of the program?

This free program focuses on physical activity, healthy eating and stress management and is adaptable to individual clinic needs. Participants take part in program activities, before work, at lunch, after work or at home with family and friends. The program consists of educational materials, pedometers, incentive items, tip sheets and more. The University of Texas-Austin staff will provide training and ongoing technical assistance to participating clinics.

What will local agencies and clinics need to do?

Local agency directors are being alerted to this opportunity, as local agency approval will be required for clinics to participate. Participating clinics will be asked to designate a volunteer clinic wellness coordinator who will be responsible for distributing information and acting as the “wellness cheerleader” within the clinic. Local agencies will also be asked to designate an agency wellness coordinator who will act as the liaison between the state and clinics when necessary. WWW coordinators’ duties generally require no more than 1 hour per week.

When and where is training provided?

The required WWW coordinator training will be offered September 10th 12:15 – 2:15 p.m. via IDL. Interested coordinators need to register by September 02 by faxing in the required forms.

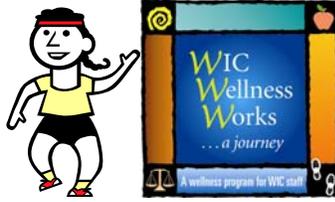
How do I get started?

Complete and fax in TWO attached forms: *Local Agency Worksite Wellness Participation Form* and *Coordinator Training Registration* to **Jennifer Krueger, UT-Austin, at (512) 471-3845.**

If you have questions about the WWW program, please contact **Jennifer Krueger** at (512) 288-9396 or email her at jengkrueger@yahoo.com or Shellie Shores, Nutrition Education Coordinator, at (512) 341-4516 or shellie.shores@dshs.state.tx.us.

Attachment

Is Your Clinic Interested in a Worksite Wellness Program?



**WWW Coordinator Training will be held via IDL
September 10, from 12:15 pm – 2:15 pm**

Deadline to register Tuesday, September 2nd.

WIC Wellness Works, a worksite wellness program for WIC staff, will soon be available to you and your colleagues! Please fill out **all** information and write very clearly so that the form is viewable by fax. **Fax registration to: Catherine Cunningham, UT-Austin (512) 471-8914.**

(Clinic Wellness Coordinator Name) Last First

(WIC Clinic Name) Local Agency & Clinic #

Clinic Mailing Address City State Zip

E-Mail Address (*business or personal, if applicable*)

Work Phone Number (*please include area code and/or extension #*)

Fax Number (*please include area code*)

How many staff members are interested in the wellness program at your clinic?
(including yourself) _____

Do you have a Local Agency Wellness Coordinator? If yes, please provide his/her name below.

Yes No

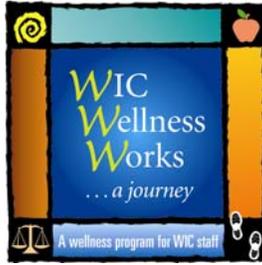
Last First Phone Number

What is the best way to contact you? _____ US Mail _____ Phone _____ Fax _____ E-Mail
(Please number in order of preference)

If you have any questions please contact Jennifer Krueger, University of Texas-Austin
(512) 288-9396 phone, (512) 471-8914 fax, or jengkrueger@yahoo.com

Thank you for your interest in WIC Wellness Works!

Local Agency Worksite Wellness Participation Form



Please check all that apply:

- ◆ **I would like for the clinics in our agency to participate in the worksite wellness program. I give the clinics in my local agency permission to participate in the WIC Wellness Works worksite program.**
- ◆ **I would like to register for the next WWW IDL training. Please notify me of the date and time training will be held, as well as the registration deadline.**
- ◆ **I need more information; please contact me.**

For all options, please provide the following information:

Agency Director Name Signature

Agency Name and Number

Date

(_____)_____
Email Address Area Code Telephone Number

Please mail to:
Catherine Cunningham
The University of Texas at Austin
Department of KHE
1 University Station
Austin, TX 78712
-Or-
fax form to:
Fax: (512) 471-3845

Local Agency Worksite Wellness Participation Form

Check all that apply:

- I give the clinics in my local agency permission to participate in the WIC Wellness Works worksite program.
- I need more information; please contact me. (Or contact Catherine Cunningham at 512/471-4494.)

For all options, please provide the following information:

WIC Director Name Signature

WIC Agency#

WIC Agency Name

Date

Email Address

()
Area Code Telephone Number



WWW Coordinators who wish to be registered for the upcoming coordinator training on September 10, 2008 from 2:15 p.m. need to fill out a WWW Coordinator Training Registration Form, included with this packet, by the registration deadline of September 2, 2008.

Fax all forms to: (512) 471-3845

-Or-

Please mail to:

Catherine Cunningham
The University of Texas at Austin
Department of KHE
1 University Station
Austin, TX 78712