

# COALITION PARTNER AGREEMENT

## Hudson County Coalition for a Drug Free Community

### Membership Information (please print or type):

NAME/TITLE:	
AGENCY/BUSINESS:	
MAILING ADDRESS:	
CITY, STATE, ZIP CODE:	
PHONE:	
FAX:	
EMAIL:	
SECTOR REPRESENTATION:	

\*\*REPRESENTATIVE DETAILS: ON THE BACK, UNDER 'GENERAL MEMBERSHIP\*\*'

### Please indicate the level of membership you wish to commit to:

\_\_\_ General Membership [description on the back]

\_\_\_ Leadership [description on the back]

\_\_\_ Evaluation [description on the back]

### As a Coalition Member...

- I agree to attend Coalition sponsored training, seminars, meetings, and community wide events when possible.
- I agree to collaborate with other coalition partners by assisting with the implementation of strategies and events to prevent substance abuse.
- I agree to participate in and support ongoing refinement of the Coalition's vision & mission statement, objectives, goals, and activities.
- I agree to participate in sustaining the Coalition's vitality, involvement, and energy in the community.

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SIGNATURE



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DATE

# COALITION STRUCTURE

The coalition is made up of a general membership which will meet monthly, except during the months of July and August. There will be a selected Evaluation Committee and Leadership committee that provides accountability and direction for the coalition. The members or staff shall create member-led task forces to work on various initiatives, as needed.

## GENERAL MEMBERSHIP

General membership shall be comprised of a representation of individuals, groups, and institutions in Hudson County who are interested in and committed to the work of the Coalition. The mission of the coalition is to reduce youth substance abuse in Hudson County, New Jersey

Membership shall include one or more representatives from each of the following 12 segments: *businesses, civic/volunteer groups, faith-based organizations, government, health-care professionals, law enforcement, media, parents, prevention/recovery community, schools, youth and youth-serving organizations.*

There are no term limits for Members. Members sign a Coalition Involvement Agreement, signifying a commitment to the goals of the Coalition and assumption of the following rights and responsibilities:

- Support the coalition's mission as community leader among the represented sector.
- Ensure clear communication between the sector represented and the coalition.
- Act as a positive role model for youth, families, and peers.
- Attend coalition meetings, as able, on a monthly basis and participate in subcommittees.
- Contribute to the strategic planning process.
- Participate in sustaining the coalition's capacity, involvement, and energy.
- Work within your sphere of influence to prevent youth substance use through environmental strategies.
- Plan and set coalition priorities
- Define the role of the coalition in the community
- Recruit new members
- Plan and participate in coalition events, projects, and activities
- Allocate/sustain resources for the work of the coalition

## EVALUATION AND LEADERSHIP COMMITTEE REPRESENTATIVES

Evaluation and Leadership committee representatives will be involved members invited by staff and will be approved by the coalition members. Representatives assume the following rights and responsibilities according to title:

### Leadership Committee Representatives

- Facilitates General Membership Meetings
- Participate in setting meeting agendas for General Membership Meetings
- Attend planning meetings as needed
- Annually review and update the Action Plan
- Assist with various coalition projects
- Guide Coalition priorities

### Evaluation Committee Representatives

- Attend evaluation committee meetings
- Evaluate the contribution the coalition makes to related outcomes
- Make sure the coalition work is inline with the logic model(s)
- Participate in data collection and analyzing the findings/results
- Annually review and approve the Action Plan
- Asks the hard questions of the Coalition and make sure it meets all requirements