



Action Team Description and Member Duties

About the Action Teams

Healthy New Jersey Action Teams (ACTs) are charged with developing the action plans, [SMART objectives](#), and targets for the Healthy New Jersey 2030 (HNJ2030) initiative. In the long-term, members will be responsible for ensuring the implementation of those action plans, tracking the data, and determining the effectiveness of the plans. Each ACT will have its own chair and, potentially, vice-chair. All ACT positions are unpaid. Members must be NJ residents.

Skills, Abilities, and Requirements:

- Committed to improving the health of NJ residents
- Expert in their ACT's topic area
- Well-versed in social determinants of health, health equity and justice, and specific community sub-populations at higher risk for adverse health outcomes
- Familiar with the national Healthy People model
- Available to attend Action Team and related meetings over at least the next two years

Duties:

- Attend and contribute to routine* ACT meetings, which may be in person or via webinar or conference call. *Meeting frequency will be determined by each ACT and may be as frequent as weekly or biweekly at times.
- Thoroughly examine materials prepared during the planning process, including [Healthy People](#) and Healthy New Jersey background information, [DOH 2018 State Health Assessment \(SHA\)](#), [DOH 2020 State Health Improvement Plan \(SHIP\)](#), and other plans, policies, and initiatives related to the ACT's topic area.
- Communicate with the HNJ Advisory Council and Coordinating Committee to keep them informed and involved throughout the development and implementation process.
- Ensure action plans truly align with health problems identified in the SHA, Community Health Assessments (CHAs), Community Health Improvement Plans (CHIPs), and other quantitative and qualitative data.
- Help build consensus on difficult issues that may cut across several health topics or areas of expertise.
- Research new or emerging ideas, strategies, topics, and professional input.
- Suggest potential data sources and help prioritize problems and goals once identified.
- Assist with recruitment of other subject matter experts to serve on ACTs.
- Treat confidential matters discussed at, or outside of, ACT meetings as such.

Time Commitment:

ACT members will attend a virtual orientation meeting with HNJ2030 Advisory Council and Coordinating Committee in the fall of 2021, followed by routine meetings of their ACT, and perform any related work in between. Members should plan to commit to at least a two-year term.