

NNLM Region 1 Communities of Interest (COI) Leader Program

NNLM Mission

To advance the progress of medicine and improve public health by providing U.S. health professionals with equal access to biomedical information and improving individuals' access to information to enable them to make informed decisions about their health.

Purpose of Region 1 Communities of Interest (COI) Leader Program:

The purpose of the Region 1 Communities of Interest (COI) Leader Program is to advise Region 1 on emerging trends and relevant issues in their communities, shaping educational offerings accordingly through topic-specific webinar series and workshops for NNLM members as well as timely blog and social media posts.

Charge

1) To guide Region 1's evolving relevance on topics of interest throughout the region related to emerging trends and technologies, especially those identified as NNLM priorities.

2) To develop an action plan for the selection, scheduling, and launch of related topic-specific offerings, including webinars, workshops and social media posts that keep NNLM members up to date and informed.

Specifically, COI Leaders will provide three core services:

Identify Opportunities

- Provide input on specific topics of interest for health information in their communities and within their professional realm of expertise
- Recommend professional communities that would most benefit from NNLM and NLM products and services
- Create and present topic-specific webinar series or workshops for NNLM members
- Alternate with other COI Leaders to contribute a monthly "Emerging Topics" regional blog feature and provide topic-relevant social media posts.
- Promote NNLM membership to colleagues and communities served

Provide Feedback

- Review and offer guidance on effective topic-specific outreach from Region 1
- Provide guidance on keeping Region 1 offerings relevant as emerging trends and technologies evolve
- Consult with Region 1 on the development and implementation of any regional assessments

Align Activities

- Plan topic-specific webinar series and workshop offerings for the region that align with NNLM initiatives and priorities
- Develop a schedule of such offerings for each year of the cooperative agreement, factoring timing around NNLM initiatives and priorities, as applicable.

Eligibility

To be eligible for membership, individuals must work in and/or be residents of Region 1 and employed in one of the following: libraries, health care, public health, nonprofit, community-based or faith-based organizations. Specific knowledge of NLM initiatives and priority topics such as Research Data Management (RDM), health equity and the digital divide, or public library engagement, for example, is ideal. Members must have an interest in serving the mission of NNLM and the purpose of the COI Leader Program.

Recruitment

NNLM Region 1 will promote the opportunity across multiple communication channels. An online form will collect information including position, experience, interest, and an attestation that the nominee will serve one or two-year terms during the cooperative agreement period that ends April 30, 2026.

Recruitment of Network Members will take place bi-annually if not annually. New COI Leaders are recruited as new and emerging topics are identified to enhance the programming and relevance of the RML.

Composition

The COI Leader group will consist of 8-10 members, including one Region 1 staff. To foster a multidisciplinary approach, member recruitment and selection will be from a variety of professional backgrounds and expertise. Members may include those that work in libraries, health care, public health, nonprofit, and faith-based work. In addition, composition will strive to reflect multiple roles (director/manager, program staff, etc.) and types of communities served (urban, suburban, and rural).

The Region 1 staff member will facilitate the needs of COI Leader Program meetings.

The COI Leaders will elect one lead to participate in the Region 1 Executive Committee and work closely with the Region 1 staff representative to develop agendas. The RML staff member will also proactively share progress, outcomes, barriers, and successes with the COI Leaders through regular bi-directional communication.

Expectations of Communities of Interest (COI) Leaders

- to attend quarterly meetings
- to come prepared to contribute for each meeting
- to maintain expertise on emerging trends and their specific topic of interest
- to bring concerns, feedback, and requested recommendations to Region 1 staff

Terms

COI Leaders may serve a two to three-year appointment coinciding with the NNLM 2021-2026 grant cycle.

Resignation and Termination

- Any member may resign by sending an email resignation to the Region 1 staff representative at any time.
- If a member is not meeting expectations, they will be asked to step down.

Decision Making

Decisions will be made by majority vote. Each member will have equal vote. The Region 1 staff member will only vote in case of a tie.

Records

A Region 1 note taker will be assigned for each meeting. Meeting minutes will be sent to all members within one week. The Executive Director will make meeting minutes public after approval. Meetings may be recorded to support note taking purposes, but not made public.

Remuneration

COI Leaders will receive remuneration and direction from Region 1. They will be paid a \$200 stipend annually for meeting participation. If asked to present for NNLM members as a topic expert, COI Leaders will be paid \$500 for each webinar or workshop offering.