

<b>Regional Specialist Guidelines</b>		
<b>Before the County Council Program Planning Discussion</b>		
	Plan to attend council meeting in headquarter county and other counties served where possible.	
	Review council packets and needs assessments for counties where will attend CPP discussion	Information on POW website: <a href="http://extension.missouri.edu/planofwork">http://extension.missouri.edu/planofwork</a> Cover letter “Developing County Extension Programs”.pub County Needs Assessment.pdf Regional Needs Assessment.pdf Stakeholder Assessments and State Program Areas.pdf Also: Annual report and County Program List for 2005
<b>For the County Program Planning Discussion</b>		
	Assist at CPP Discussion by serving as small group facilitator and recorder	Pose the question and record answers. Do not enter into the discussion.
<b>After the Council Meeting</b>		
	Review results from county program planning sessions for counties served.	Posted after April 30 on the regional Share drive
<b>Date to be determined</b>		
	Consult with Regional Director and Program Director to prepare performance expectations based upon needs identified by county councils	Planning section of new reporting system