



# UCCE Program Integration Considerations

Here are items to consider when partnering with other UCCE programs such as Master Gardeners, Master Food Preservers and 4-H.

## **Adult Communication Style:**

What is your communication style? How would you like to receive communication?

## **Scheduling:**

Do you need to schedule regular check-ins? Do you prefer informal check-ins that happen spontaneously? Do you stick to a hard start time or is it slightly flexible? Looking ahead at the program year, are there any dates that you already know you won't be able to be at the program? Are there times in the year that will be more hectic for you?

## **Expectations:**

What are your expectations for collaboration? What are the specific roles and responsibilities for this project? What can you commit to? What do you expect from your collaborator?

## **Collaboration:**

What does it mean to collaborate? What is the goal/mission of your program? What are the differences in each other's programs? How can the two programs work together? Are there any activities or purchases that you are not allowed to do because of policy or funding restrictions? What are your strengths? What are the tasks you like to do?

## **Program Logistics:**

Who is going to communicate with the site? Who is going to be at the site for the lessons? Is there access to water to wash dishes on site? Who is purchasing the food? Who is going to do the dishes? Are the supplies brought to the site the day of or getting dropped off in advance?

## **Working with the Teens - Training and Communication:**

This is usually a collaborative effort; both programs are there and assist in planning and training. Are you going to give the teens the opportunity to prepare all lessons? How will you train the students on behavior guidance (as there may not be additional help in the classroom)? What are the logistics of the training? How long will the training be? Who will take the lead on the different training topics? How will you ensure that the training is interactive? What will the ongoing training/coaching look like? Who will do what?

Teens usually communicate through text messaging. If texting teens, it is a good idea to also include parent/guardian as well. Decide who will be responsible for meeting and coaching the teens. Decide who will be the teens' main point of contact?