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## Prevention Practitioners' Network Charter

### **Mission:**

The Prevention Practitioners' Network is a national network of interdisciplinary professionals dedicated to preventing targeted violence, terrorism, and their impacts within the United States.

### **Background:**

Established through a partnership between the McCain Institute, the Anti-Defamation League, and the Institute for Strategic Dialogue, this network aims to increase the efficacy of locally based prevention and intervention programs and, where appropriate, expand referrals to qualified programs.

The original architecture and implementation of this network has been made possible through funding from the Department of Homeland Security's Targeted Violence and Terrorism Prevention Grant Program.

### **Scope:**

- **Establish a network** of interdisciplinary professionals dedicated to addressing targeted violence and terrorism.
- **Host Intensive Workshops** that address common design challenges, such as how to navigate privacy and ethical obligations, how to manage litigation risks and secure insurance, and how to approach threat assessment.
- **Develop a framework** for program design that features existing resources, relevant considerations, and actionable recommendations for each design decision.
- **Conduct outreach** across relevant sectors to grow the network.
- **Create a directory** of interdisciplinary professionals willing to accept targeted violence and terrorism prevention referrals.

### **Evaluation:**

The success of the Prevention Practitioners Network will be measured through the following metrics:

- Participation:
  - The number of prevention and intervention practitioners who join the network
  - A continual increase in mental and behavioral health professionals participating in workshops
- Application:
  - A measured increase in the knowledge among practitioners who have participated in workshops



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- A continual increase in mental and behavioral health professionals willing to accept referrals and add their services to the Directory
- An increase in collaboration among practitioners, including sharing protocols, case consultations, and collaborating on proposals
- The application of lessons learned from workshops into the design of their programs
- The consulting of practice guides and/or frameworks by localities when designing comprehensive prevention strategies
- An increase in localities developing initiatives to respond to individuals at risk of mobilizing to violence
- Other goals and milestones as identified by the Chair and Advisory Board

### **Network Management Structure:**

The Network is managed by a Chair in partnership with an Advisory Board and Network Administrators. These governance structures are made up of interdisciplinary experts with experience in targeted violence prevention.

- **Chair**

The Prevention Practitioners' Network Chair serves as the liaison between the advisory board and the incubation organization, the McCain Institute. Sets goals, priorities, and objectives for the board and overall network and ensures they are met. Conducts advisory board meetings and facilitates programming, such as workshops as needed. Serves as a spokesperson and advocator of the network as needed. Terms for the Chair will be 5 years with elections being held in the Fall and the incumbent chair assuming the position in January. Elections will be facilitated by the Programs Committee and upheld by the Advisory Board.

- **Advisory Board**

The Prevention Practitioners' Network Advisory Board is comprised of a diverse group of interdisciplinary professionals with experience addressing targeted violence and terrorism prevention and the network's committee chairs. The Advisory Board acts as a parallel team in offering assistance and expert advice to the Chair by providing non-biased information with all members will having equal standing. Decisions are made by consensus. If consensus cannot be reached the committee chairs will form an executive committee to discuss and vote. Advisory Board Members will encourage and support the sustainable development of the Practitioners' Network, provide networking opportunities, and act as a resource for the Chair and network members as required. Terms for Advisory Board members will be 5 years, apart from the network committee chair members being two-years. Elections are held in the Fall and the incumbent chair assuming the position in January. Elections will be facilitated by the Programs Committee and upheld by the acting Chair.



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The advisory board will convene as needed determined by the chair, but no less than two times each year.

- **Network Administrator(s)**

Serves as the contact point between the advisory board, the Chair, committee chairs, the network, and key stakeholders. Manages all aspects of meetings including coordination of meeting medium and location and distribution of all meeting materials. Provides general support to advisory board and Chair as needed. Works alongside the Chair and across all committees to ensure all decisions made by the advisory board are implemented within a timely fashion. The McCain Institute will provide the staff capacity to serve as the Network Administrators(s).

## **Committees**

Committees will accept new members to the committee on semi-annual basis. The tenure of committee member's commitment will be for two years, with members rotating off the committee on a yearly basis. Members of each committee will appoint a committee chair to lead the committee and work directly with the Chair and Network Administrator to facilitate and implement all duties as necessary to meet the goals, priorities, and objectives set forth the Chair and Advisory Board. Committees will convene quarterly or more as determined by the committee chair.

- **Membership Review Committee**

The Membership Review Committee provides recommendations surrounding membership criteria to the Advisory Board to enact. The Advisory Board will approve the membership criteria put forth by the Membership Review Committee on an annual basis. The Membership Review Committee coordinates the outreach for new members to join the Prevention Practitioners' Network and ensures continual growth of the network. The Membership Review Committee manages the intake of new network members by reviewing applications and accepting new members. The Membership Review Committee oversees management of the internal directory of all members as well as ensures members who list their services on the public-facing directory have the correct resources needed to keep their profiles up to date.

- **Ethics Committee**

The Ethics Committee is responsible for developing and maintaining the Code of Ethics of the Prevention Practitioners Network and will act in an advisory capacity when complex and difficult issues arise within the network. The Ethics Committee is responsible for reviewing, revising, and updating the Code of Ethics ad hoc and on a regular basis. It will provide assistance to members, investigate potential violations following a committee approved protocol and procedure, and facilitate sound decision making that respects participants' values, concerns, and interests according the principles outlined in the Prevention Practitioners' Code of Ethics.

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- **Programs Committee**

The Programs Committee organizes events for the network members including but not limited to, virtual and in-person networking events, topical workshops, and skill-building seminars. The Programs Committee serves as the primary source for event information for all network members and will promote events to network members in a timely fashion. The Programs Committee facilitates the election process for both the Advisory Board and Network Chair.

- **Public Relations Committee**

The Public Relations Committee works to ensure the Prevention Practitioners' Network builds strong and strategic relationships with both current and future stakeholders through public education initiatives, community outreach, and public policy advocacy. The committee works with network members and staff to promote services to the community, articulate key messages to stakeholders, and develop criteria to identify and select collaborative partners.

- **Development Committee**

The Development Committee guides the network's strategic funding efforts through both donor focused fundraising and government grant applications to meet the budgetary requirements of the network. The Committee works with the advisory board to identify development goals and leads the network in resource development. The committee works with the network staff to ensure all post-grant reporting requirements are met and donor stewardship and cultivation is done seamlessly. The committee plays a strong role in identifying, cultivating, and approaching major donors and other funding opportunities.

### **Chartering Authority:**

The Advisory Board is informally chartered by the McCain Institute at Arizona State University and will provide progress updates as appropriate to the McCain Institute leadership and/or University through the Chair.

### **Resources for the General Public:**

General members of the public will be able to gain access to open-source resources created and deployed by the network. The general public will be able to access the directory of interdisciplinary professionals who are available as resources. They will also



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gain access to select workshops, practice guides, and network publications for interdisciplinary professionals to gain industry insight.

### **Membership Resources**

In addition to the resources open to the public, official Prevention Practitioners' Network members will gain the opportunity to include their services in the Directory, an exclusive network for trusted case consultations, the opportunity to attend private workshops with subject matter experts, networking opportunities, and mentorship and career advancement prospects.

### **Membership Responsibilities**

In adhering to the Prevention Practitioners' Network charter, practitioners will:

- **Ensure confidentiality and privacy for both clients and members at all times.** Prioritize protection of privacy and avoid breach of confidentiality for clients and members at all times. Anonymization prior to case-discussion is mandatory. Personal information should never be disclosed.
- **Respect each practitioners' professional codes and guidelines.** Legislation, regulations and professional codes and ethics might vary among professionals and states. Practitioners should always follow the professional guidelines and legislations that apply to their situation.
- **Focus on best practices for clients.** Discussion and solutions should always focus on the best practices and best interest for clients and their communities.
- **Respect other members.** Members have the right to be respected for their ideas, practices and professional opinions. Members should respectfully address their disagreements.
- **Engage in regular meetings.** Members should attend most of the meetings in order to ensure the continuity and consistency of the community.
- **Offer support for members by providing meaningful feedback and possible solutions.** Constructive and meaningful feedback is encouraged in order to promote solutions and positive collaboration among members.
- **Ensure a safe environment for discussions and support.** Work together to create a friendly environment where everyone can freely speak and be listened to.

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## Membership Rights

In adhering to the Prevention Practitioners' charter, practitioners will:

- **Be open to dialogue and diversity of ideas and practices.** The Prevention Practitioners' Network provides a place to share ideas and be open to other practices and solutions.
- **Find support.** Practitioners will have the opportunity to receive and offer peer-to-peer support.
- **Freely express emotions.** Practitioners will be able to express their emotions and feelings in relation to their work.
- **Enjoy a learning space.** The Prevention Practitioners' Network offers a space for growth where humility is valued and mistakes are allowed.
- **Be part of an environment free of judgment.** The Prevention Practitioners' Network discourages any form of judgment.
- **Be part of a multidisciplinary network.** The Prevention Practitioners' Network is multidisciplinary and this diversity is valued as a potential space of creation of new ideas and practices.
- **Be heard and feel served.** The Prevention Practitioners' Network is structured to ensure all members feel they can express grievances and feel as though the community will work together to find solutions to systemic work related issues.