

<b>POLICY for WELLNESS PROMOTION</b>	
<b>Distribution:</b> All Staff	<b>Effective:</b> August 30, 2007
<b>Approved:</b> September 1998 Board Mtg. <b>Revised:</b> December 9, 2016.	<b>Staff Contact:</b> Chief Program Officer

**Purpose:**

To support and encourage agency-wide and programmatic efforts to promote wellness among clients, potential clients, and the general community. This policy provides guidelines for programs or staff considering potential prevention, early intervention, or other wellness promotion activities.

**Policy:**

1. Jewish Family & Career Services offers wellness promotion services, which may take the form of community fairs, direct services, or other activities. The agency engages in wellness promotion activities to prevent or reduce the psychosocial impacts that individuals, families, or groups may face.
  
2. Agency board, staff, volunteers, and clients are encouraged to identify wellness promotion activities, which would benefit consumers or potential consumers. Board members identifying such an opportunity should discuss them with the Chief Executive Officer, who will meet with the appropriate director and/or program manager. Staff and volunteers (usually program committee members) should discuss such opportunities with the programmatic senior supervisor, and clients can offer similar suggestions to the workers.
  
3. In considering wellness promotion activities, staff is encouraged to identify potential community partners who could effectively support the activity. This will reduce the overall cost to the agency, while developing additional intersystem collaboration. While any staff member may negotiate a collaborative relationship, only the CEO may execute the final agreement.
  
4. Program Directors should consider budgetary capacity in developing wellness promotion components. If the proposed project exceeds financial resources, program directors are encouraged to consider alternate funding sources, including grants, individual donors, and inter-system partnership.
  
5. JF&CS publishes an updated list of wellness promotion services on its website.

