



# Wellness Champion

## Overview

**Wellness Champions facilitate health promotion communication from the Department of Administrative Services and the State of Iowa Healthy Opportunities Steering Committee to employees of the assigned department.**

## Required Responsibilities:

- Attend a 1-hour Wellness Champion training annually via webcast.
- Receive, open and read monthly health promotion email message from State of Iowa Healthy Opportunities Steering Committee.
- Communicate specified information in a minimum of one venue on a monthly basis to departmental employees. (Examples include posting to department intranet, email to bureau chiefs, posting of flyer to bulletin board, etc)
- Complete wellness surveys no more than quarterly.

## Optional Responsibilities

- Implement a department, division, or bureau wellness team.
- Coordinate department brown bag wellness lunches.
- Coordinate a healthy recipe exchange.
- Implement a bureau wellness policy (Example: healthy food policy for meetings).
- Encourage participation of Live Healthy Iowa 100 Day Challenge.
- Submit success stories.
- Report wellness policies implemented.

## State of Iowa Healthy Opportunities Steering Committee Responsibilities:

- Coordinate and schedule health promotion webinars and events.
- Develop and distribute monthly email with listing of scheduled health promotion webinars and events.
- Develop and distribute wellness resources and “optional” ideas in monthly email communication.
- Facilitate communication of current wellness information.
- Coordinate Live Healthy Iowa 100 Day Challenge for State of Iowa employees.
- Share success stories and wellness policy ideas with all wellness champions.
- Develop, coordinate and provide wellness champion trainings.
- Compile indicators of success.
- Provide a list of potential speakers for learning lunches