

WoW! Champion Application Form

Terms and Conditions (Version: 01/02/18)

Through the establishment of an expanding partnership approach the Western Cape Government Health (WCGDoH) is committed to addressing the ongoing rise in preventable non-communicable diseases (NCDs) such as obesity, diabetes, hypertension, cardio vascular diseases and certain cancers. Accordingly, by adopting a people-centred and life course approach, the WoW! initiative is being implemented and evaluated to co-create a healthy lifestyles movement - a Culture of Wellness - across multiple settings in the Western Cape. WoW! promotes and activates increased knowledge of NCDs and healthy lifestyles, healthy eating and healthy weight management, and increased physical activity or fitness towards the prevention, reduction and better supported self-management of chronic diseases. WoW! is a wellness promotion platform and additional foci will be integrated incrementally such as emotional, financial and social wellness.

The dynamic WoW! initiative offers you a creative and stimulating opportunity to participate in this exciting healthy lifestyles movement by becoming a WoW! Champion (Peer Educator)!

If you are interested in being trained and supported as a WoW! Champion, please consider the information below and then complete, sign and return the Application Form. Please contact us if you would like further information. We are looking forward to welcoming you to WoW! – Co-creating a Culture of Wellness!

Characteristics of a WoW! Champion

The ideal candidate to be a WoW! Champion is someone who is:

- ☐ Following or interested in living a healthy lifestyle.
- ☐ Motivated voluntarily to encourage others to live a healthy lifestyle.
- ☐ Able to promote and activate healthy lifestyles actions with others, independently from a supervisor.
- ☐ Committed to advocate and take action to create and sustain a supportive environment for healthier lifestyles.
- ☐ Prepared to attend initial and follow-up WoW! Champion training as part of personal development.
- ☐ A good communicator; open, invites ideas, suggestions and involves people in decision making.
- ☐ Creative and resourceful to develop a structured programme in order to promote healthy lifestyles such as increased physical activity, healthy eating and healthy weight management.
- ☐ Able to read and write and be familiar with computer and cell phone technology.
- ☐ Male or female older than 18 years.

What must a WoW! Champion do?

1. Volunteer to be a WoW! Champion.
2. Obtain written support and commitment from your immediate Supervisor/Manager to be confirmed as WoW! Champion - and to include your role as WoW! Champion in your Performance Agreement (where applicable).
3. Choose a suitable colleague (or community member where applicable) to partner with you as there should be two trained WoW! Champions per Club for every approx. 20 to 30 members.
4. Attend the WoW! Champion induction/training course.
5. Attend and complete at least 80% of WoW! Champion development/training courses.
6. Serve as the main contact between the Western Cape Government WoW! initiative and your department/organisation/group.
7. Establish and coordinate a WoW! Club (you are not expected to be a Fitness Instructor!)
8. Recruit approx. 20 to 30 volunteers to join your WoW! Club – participation is open to anyone, without any form of discrimination.
9. Create excitement and democratically deciding on a name and identity for the WoW! Club, and decide how often and where group meetings will take place.
10. Keep an up-to-date WoW! Club Member Registration List – containing names, email addresses and cell/tel numbers.
11. Ensure that your WoW! Club members complete all required documents such as Indemnity Forms, pledges, wellness/health screening, monthly self-managed screening assessments.
12. Share wellness promoting notifications, information and resources with your WoW! Club members and other colleagues/family/community members.
13. Identify with your WoW! Club members the best ways of communicating healthy lifestyles-promoting information and resources with them and other colleagues/community members – e.g. group meeting, email, sms, internal newsletter/newsflash.
14. Organise (with Employee Health and Wellness Office where applicable) a WoW! Wellness Day, as soon as the Club has been established, with baseline screening (weight, height, waist circumference, BMI, short fitness test, and brief healthy lifestyles questionnaire) of all members.
15. Organise WoW! Wellness Days every six months from then – offering repeat screening for existing and baseline screening for new WoW! Club members.
16. Develop a structured activities programme for your WoW! Club: at least weekly physical activity sessions, twice per month healthy eating activities and regular group support meetings.
17. Network with others (e.g. local Physiotherapists, Biokineticists and Dieticians; gym trainers; yoga, pilates, aerobics and dance instructors) to train / present sessions for your WoW! Club members.
18. Motivate WoW! Club members by assisting them to remain members and encourage them to attend activities. Find interesting ways to maintain interest of members e.g. Biggest Loser competition, stairs challenge, steps challenge (counting number of steps walked using cell phone or pedometer), dance competitions, starting food gardens, cooking demonstrations and competitions.
19. Keep Attendance Registers of each WoW! Club session.
20. Conduct one-on-one sessions with WoW! Club members experiencing problems in maintaining motivation and attendance of activities.
21. Create awareness amongst other colleagues/community members to promote WoW! and healthy lifestyles.

22. Keep records with photographs of all awareness activities arranged via your WoW! Club.
23. Help to promote WoW! and market broader healthy lifestyles-promoting activities within your WoW! Club, community, department, organisation or group.
24. Seek guidance from the Employee Health and Wellness Office (where applicable) and the Western Cape Government WoW! team when need arises.
25. Be responsible for collating and continuously updating a WoW! Club Portfolio of Evidence (including member contact list, attendance registers, photographs, proof of creative ideas and communication, etc.). Criteria for the Portfolio of Evidence will be supplied by the WoW! project team.
26. Be available to meet in person or talk by telephone on a monthly basis with your assigned WoW! Case Manager who will offer guidance and support when needed.
27. Complete and submit the required WoW! Monitoring and Evaluation templates, such as the quarterly RE-AIM Report. The templates will be supplied by the WoW! team.
28. Have FUN! and be CREATIVE!
29. Co-create a supportive environment for all to Be Happy! Be Healthy! Be You! Be WoW!

What support and benefits are offered to a WoW! Champion?

- ✓ WoW! Champion role is part (5-10%) of your formal job responsibilities (for Western Cape Government employees, and where applicable elsewhere).
- ✓ Regular FREE training, by expert providers, to develop your knowledge and skills as a WoW! Champion in order to promote and activate healthy lifestyles.
- ✓ Quarterly WoW! Champion group meetings for support, reflection and planning of actions.
- ✓ Healthy lifestyles-promoting material (plus electronic format for your own printing) as well as access to the communication platform (bulk and short code sms, emails, etc.).
- ✓ Information about and invitation to WoW! events, e.g. WoW! Active Public and others.
- ✓ SUPPORT from the Employee Health and Wellness Office (where applicable).
- ✓ SUPPORT from an assigned WoW! Case Manager, and access to expert providers and networking opportunities.
- ✓ Template and guidance for, and assistance with, the development of WoW! Wellness Days (including screening and activations).
- ✓ Templates for Monitoring & Evaluation of WoW! Club activities.
- ✓ Attendance of Annual WoW! Celebration Ceremony with prizes and floating trophies for top Champions and Clubs.
- ✓ Participation in the ongoing development and strengthening of WoW! to systematise, scale and sustain the healthy lifestyles initiative across the Western Cape.

Want to be a WoW! Champion?

Please complete, sign and return the attached 2-page Application Form.

Please contact us if you would like further information.

We are looking forward to welcoming you to WoW! – Co-creating a Culture of Wellness!

WoW! Champion Application Form

Name of applicant:

Sex: Male / Female (circle one)

Age: (must be older than 18 years)

Department/Organisation/Community group:

Official address:

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Telephone number: Cell number:

Email Address (if applicable):

Why do you want to be a WoW! Champion?

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What lifestyle changes have you made and/or suggested to others?

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As a WoW! Champion, how would you encourage others to live healthier lifestyles?

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I (insert name and surname)..... hereby confirm that I have read
and understand the above *Terms and Conditions*, and hereby commit to be a volunteer WoW!

Champion for (insert name of department/organisation/community group)

Signature of applicant..... Date:

*If applicable, please ask your immediate Supervisor / Manager to read your completed
Application Form and to complete the section below.*

Name of immediate Supervisor / Manager:

Designation:

Telephone number: Cell number:

I hereby confirm commitment to support the above applicant in his/her role as WoW! Champion;
including time to attend training sessions and for the establishment of a Club with a structured
healthy lifestyles-promoting programme.

Signature of immediate Supervisor/Manager): Date:

**Please note that your completed 2-page Application Form must be received by the WoW! team
as soon as possible, at least a week before attending the Champion training!**

Please send your completed and signed form to wow@westerncape.gov.za

Thank you for your interest in the WoW! initiative!

Contact details of the WoW! team

- E-mail: wow@westerncape.gov.za
- Tel: 021 483 6651



www.westerncape.gov.za/wow