



Partnership Applicant Interview Script

Introduction

Thank you for your application to the Miami-Dade HIV/AIDS Partnership.

The Partnership is the official Ryan White Program advisory board for HIV prevention and care services in Miami-Dade County. Our members are appointed by the Mayor to be the voice of people with HIV in Miami-Dade County.

Miami gets more than \$27 million dollars for Ryan White Program HIV care and treatment. Our members make decisions about how those funds are spent, and those decisions impact almost 9,000 people with HIV. We also determine how Ryan White Program services are defined and the standards of care for providers.

We work on strategies to improve how people are linked to care, how they stay in care, and how they stay virally suppressed.

We work with the Florida Department of Health on HIV prevention initiatives.

We offer training on topics to help people with HIV live healthier lives and to help members understand their roles in the important work of the Partnership.

We educate our legislators on the impact of HIV in our community.

We hope you will join our team and help us help people with HIV served by the Ryan White Program.

Notes

Participation

The Partnership holds a two-hour meeting at 10 AM, once a month, usually on the third Monday at the Miami-Dade Main Library, downtown.

1. How do you feel about attending the Partnership meeting each month?

Partnership members also attend a committee meeting each month. For instance, the Community Coalition meets the last Monday of each month at 5 PM at different provider locations or the downtown library.

2. How do you feel about attending a committee meeting each month?

So, with travel time, preparation time, and meeting time, this is a commitment of about 4 to 6 hours each month.

3. How do you feel about dedicating that much time each month to Partnership activities?

Do you have any questions?

A. Partnership Committees

Let's take a look at your Reference Sheet. First, these are the committees of the Partnership: Community Coalition, Housing, Prevention, Strategic Planning, Care and Treatment, and Medical Care Subcommittee. As we discussed, members of the Partnership are also members of one of those committees.

4. Are you a member of a Partnership committee?

5. Have you attended any Partnership committee meetings?

6. Do you know which committee you'd like to join?

It's okay if you're not sure. The appointment process takes a few months, so you can attend some meetings to meet members and decide which one you'd like to join.

Partnership and Partnership committee meeting notices are sent by email monthly two weeks before a meeting is scheduled to be held.

7. Do you have access to the internet and email? (If not, can staff contact you by text?)

8. Will you be able to respond to meeting notices in a timely manner?

Let's take a look at the Partnership's website, www.aidsnet.org. This is where the documents you'll review each month are posted.

9. Will you be able to review meeting documents posted on the Partnership's website each month?

Do you have any questions?

B. Required Training

Let's take a look at required training. Within three months of appointment, you're required to take these trainings: New Member Orientation, Ethics Training, and Sexual Harassment Prevention training. These are all online courses.

10. Can you comply with this expectation?

Do you have any questions?

C. Populations

On your Reference Sheet, you can see the various populations our members represent and the populations we serve. We have members who are Black, White, Hispanic; members who identify with different genders; members with HIV over age 50; members in substance use recovery, and more.

11. Can you tell us a little about the different populations you identify with, work with, or have an interest in?

Do you have any questions?

D. Areas of Expertise and Interest

Next on your Reference Sheet, you can see that our members have a variety of professional expertise and experience such as financial planning, healthcare planning, HIV prevention activities, recruitment, and more.

12. Can you tell us about some of your areas of expertise?

Do you have any questions?

E. Ryan White Program Providers

Ryan White Program provider agencies are listed on your Reference Sheet.

- 13. Do you work for one of these providers, or are you a board member or volunteer with one of these providers?**

Before we wrap up, do you have any questions?

Next Steps

The Community Coalition is responsible for recommending new members to the Partnership. The next meeting is _____. At that meeting, I will introduce you to our members. They might have additional questions for you to answer and you are always welcome to ask any questions, too.

- 14. Are you able to come to that meeting?**

Based on the Community Coalition's recommendation, you will need to attend the next Partnership meeting on _____. At that meeting, You will be introduced to the board members. They might have additional questions for you to answer and you are welcome to ask any questions there, too.

- 15. Are you able to come to that meeting?**

Thank you so much for your time. I'm looking forward to seeing you at the _____ Community Coalition meeting.

Please feel free to contact staff if you have any questions or concerns about joining the Partnership.