

Thinking of sending a staff person to become a Nationally Certified ROMA Trainer (NCRT)?

While every CAA is unique, there are core principles that bring us together as a network. Results Oriented Management and Accountability (ROMA) is the performance management system adopted by the Community Action network to meet the requirements of the CSBG act. It is important for everyone in the field (CAA agencies, Associations and State offices, e.g.) to have a basic understanding of what ROMA is all about. ROMA is embedded in the Organizational Standards and the CSBG Performance Management Framework.

The cadre of Nationally Certified Trainers is the vehicle for assuring standardized knowledge of the basic principles and practices of ROMA across the country. Having completed the training process, the Nationally Certified ROMA Trainer is available to provide the one day Introduction to ROMA training that includes the foundation of the CSBG Performance Management Framework. The Trainer is also available to assist in reviewing agency practices to support compliance with the Organizational Standards and helping to create a results-orientation to decision-making, to build capacity and achieve the goals of your agency.

Why would your agency need a Trainer on staff?

- You have a large staff with turnover and need regular Introduction to ROMA training offered to meet these demands.
- Your agency has a model of service delivery where you provide training for other agencies in other topic areas, and want to add ROMA to the menu of trainings.
- Your agency is a leader in the state, region, nation regarding Performance Management and CSBG issues and you are able to provide staff to assist your peers.

Who should become an NCRT?

You can start thinking about finding the person in your agency who is interested in sharing information about ROMA to new staff, volunteers, board members, and partners.

The individual you recommend applying to become an NCRT should be a person who already has training ability and has experience with providing training in other settings. The person must have training skills and likes to provide training to others.

Applicants will be asked about their prior training experience:

The applicant will be asked to submit a summary of their training experience. This will include responding to these questions:

Have you had any formal training to be a trainer?

How often do you provide training?

What are the topics you cover in your training?

Describe the audience for your training: who and how many do you train at a time?

What techniques do you use to assure you are reaching your participants?

How do you assess the needs of your participants?

What formats have you use in training? (such as in-person, virtual, one-on-one, etc.)

Questions to consider when selecting an individual to become an NCRT:

- What is the staff person's current workload? Which of those could be enhanced by a ROMA approach?
- Will they have time to devote to providing training both within the agency and in the network?
- How does the individual interact with others in the agency and in the CAA network? Does the individual have a good understanding of the work being done by others, including those involved in direct service to customers?
- Does the individual have opportunity and ability to communicate with the state Community Action Association and State CSBG office directly to work on setting up training opportunities?
- Will the individual have time/ability/resources to participate in ROMA activities across the state/region/nation?

Training to become NCRT will provide a structured way to present the elements and the activities that demonstrate the use of ROMA principles and practices are at the heart of ROMA Certification. Being able to translate the basic principles of the full ROMA cycle to individuals who have no knowledge of performance management is one of the competencies acquired through certification.

Note: For individuals who have not had much experience with the community action network or other human service programs that use performance management principles, we recommend they engage in the NCRI certification first -- to provide them with more knowledge and understanding before attempting to teach the material to others.

About the work of the NCRT

The primary expectation of the NCRT is to provide the basic Introduction to ROMA training. While the NCRT may adapt the training to meet specific needs of participants, it is important for each NCRT to provide the full 7 modules with all of the activities at least once a year. the NCRT will also engage in activities that will allow their agency to apply and document the continuous use of the full Results Oriented Management and Accountability (ROMA) cycle.

Does this sound like a good fit? If so, be sure to review all other information specific to becoming an NCRT, then proceed with completing and submitting