**Teda Health Science College**

**Community Service Coordinating Office (CSCO)**

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**Community service coordinating office (CSCO) operational plan**

**Prepared By: Marew Alemnew (Head of CSCO)**

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**1. Introduction**

* One of the responsibility of educational institution is engaging in a community service
* community health service helps to identify, analyze and intervene the most important health problems of the community
* The health activity cannot achieve the intended goals without involving the community
* This can be achieved through Behaviour change communication (BCC) Strategies such asAdvocacy, community mobilisation, community conversations and interpersonal communication
* Engaging in community service provides the opportunity to become active members of the community and has a lasting, positive impact on society at large
* It is essential to encourage the community to identify their own problems first; then get them participating in finding solution
* always begin by asking your community about the problems, not telling them
* while you are working with the community, go to the community, love them, live them, learn from them, link your knowledge with them and start with what they have
* the college has been implementing community health service projects initiative in the community in general & in the college compound in particular so as to demonstrate the community in its compound
* some of the community health service activities done in the college are
1. *Nutrition garden & the clean and safe environment initiative/greenery project*
2. *Community health service project (charity, corona prevention, blood donation, waste management, material support for sectors, community sensitization work shop and distribution of seedling to the community) and*
3. *Community pharmacy establishment* project (design phase)

**1.1. Vision and mission of CSCO**

**Vision: -** To see healthy and productive community and attractive environment

 in the college compound

**Mission: -** provide health and social services through Advocacy, community

 mobilisation, community conversations and interpersonal

 communication so as to provide quality service to the community

**1.2. Guiding principles of SCO**

* create attractive environment for learning
* Accountability
* Customer first
* Participatory partnership
* Change/innovation
* Recognition
* Quality
* Equity and Accessibility
* Team sprit

**2. Situational/SWOT/ analysis for CSCO**

|  |  |
| --- | --- |
| **Strength** * Providing sensitization regarding community service
* Availability of experience concerning community health service
* Availability of pilot garden in the college
* High commitment to implement the service
* Assigning responsible body for the office
* Motivated students for implementing the program
* Establish strong partnership with EPSA Gondar hub
 | **Weakness*** The program is not Budgeted
* Limited collaboration
 |
| **Opportunity** *Politically** Promotive and preventive health policy at the community
* Availability of health service extension program & agriculture extension program
* Availability of schools & health institution for dissemination of information

*Economically** Availability of resource and income in the community to implement the service

*Socially* * Acceptance of community health service by the community
* Accessible & cooperative practical sites
* Proximity of Gondar university for consultancy and support

*Technologically** Accessibility of internet
* web site development

*Demographically** Favorable climate to implement gardening
* Large no of population to implement the service
 | **Threat** *Politically** RHB give more emphasis for education than community health service activities of the college

*Economically** Adequate budget may not be allocated

*Socially** Community tiredness

*Technologically** Expensive agricultural technology to apply community service

*Demographically** The college catchment area has shortage of water source to implement gardening

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**3. Problem identification/weakness & threat/**

* Limited collaboration
* The program is not Budgeted
* RHB give more emphasis for education than community health service activities of the college
* Adequate budget may not be allocated
* Community tiredness
* Expensive agricultural technology to apply community service
* The college catchment area has shortage of water source to implement gardening

**4. Objectives**

**General Objective:**

* Implement community service in the college compound and college catchment communities

**Specific objectives**

* Identify major health & health related problem in the community
* Establish charity club & mobilize resource
* Screen chronic illness in the community
* Screen disabilities & Elderly in the community
* Screen mal nutrition & HIV/AIDS in the community
* Conduct health promotion activities for the community
* Implement waste management system in the community
* Implement community service projects

**5. Strategies**

* Search resources from stakeholders /regional, national and universities/
* Mobilization & utilization of resources in the college
* Advance intersectoral collaboration & capacity
* Promote communication of leaders with stakeholders
* Conduct discussion forum with stakeholders
* Public relation and networking
* Formation of task force in the college
* Communicate universities and medias to promote the project
* Recognition and reward

**6. Action plan/Schedule of activities**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No**  | **Activities**  | **1st Q** |  **2nd Q** |  **3rd Q** | **4th Q** | **Remark**  |
| 1 | Plan the activities of CSCO | x |  |  |  |  |
| 2 | Facilitate clearing of trees & making road/design of the college compound  |  | X |  |  |  |
| 3 | Facilitate for caring of planted trees | x | X | x | X |  |
| 4 | Preparation of land for plantation |  |  |  | X |  |
| 5 | Plantation of tree in the compound |  |  |  | X |  |
| 6 | Facilitate community diagnosis |  | X | x | X |  |
| 7 | Establish community support group & facilitate economic, learning and technological opportunity | x |  |  |  |  |
| 8 | Implement the five community college projects  | x | X | x | X |  |
| 9 | Screen chronic illness/HTN, DM |  |  | x | X |  |
| 10 | Screen mal nutrition & HIV/AIDS |  |  | x | X |  |
| 11 | Screen disabilities & Elderly |  | X |  |  |  |
| 12 | Renovate latrine |  | X | x |  |  |
| 13 | health promotion | x | X | x | x |  |
| 14 | Community mobilization workshop |  |  |  |  |  |
| 15 | Conduct supervision in practical site & community |  |  | x | X |  |
| 16 | experience sharing from Varity of organization | x |  |  | X |  |
| 17 | Advocate performance with banner & media |  |  |  | X |  |
| 18 | Preparation of guideline& checklist |  |  | x | X |  |
| 19 | Preparation of proposal & project |  | X |  | X |  |
| 20  | Search resource  | x | X | x | x |  |

**7. Resource allocation**

**Table-Cost breaks down**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No** | **Item**  | **Quant** | **Unit cost ETB** | **day** | **Average 4 Traveling days fee** | **Transport - fee 2**  | **Total cost ETB** |
| 1 | Perdiem for community sensitization | 50 | 300.00 | 1 | 2x 50 300=12,000.00 | 20x50=1,000.00 | 28,000.00 |
| 2 | Perdiem for trainer | 2 | 450.00 | 1 | 2x450=9,00.00 | 20x2=40.00 | 1,840,00 |
| 3 | Stationeries | 50 | 50x100 |  |  |  | 5,000.00 |
| 4 | Refreshment  | 50 | 50x100 | 1 |  |  | 5,000.00 |
| 5 | Cost for clearing of tree  |  |  |  |  |  | 100,000.00 |
| 6 | Cost for seedling purchasing  |  |  |  |  |  | 10,000.00 |
| 7 | Cost for supervision |  |  |  |  |  | 25,00,00 |
| 8 | Cost for outreach material purchasing  |  |  |  |  |  | 65, 000.00 |
| 9 | Cost for renovate latrine  |  |  |  |  |  | 50,000.00 |
| 10 | Banner  | 10 | 10x200 |  |  |  | 2,000.00 |
|  | 5% contingency  |  |  |  |  |  | 14,550.00 |
|  | ***G.TOT*** |  |  |  |  |  | ***283,890.00*** |

**8. Monitoring and evaluations**

* Participating in other meeting
* Report activities in every three month & annually not more than 5 days after the previous month is completed
* Report should be complete, accurate and timely
* Documentation of every information on the minutes
* Evaluations of activities in every three month

**Annex**

**I. Job description of CSCO head**

1. Plan, organize, lead and control the activities of CSCO
2. Facilitate outreach community service
3. Prepare Community mobilization workshop
4. Conduct supervision in practical site & community practice
5. Preparation of guideline & checklist
6. Facilitate for caring of planted trees
7. Establish community support group & facilitate economic, learning and technological opportunity
8. Preparation of proposal & project
9. Search resource

II. የጠዳ ከተማና አካባቢው ማህበረሰብ የፍራፍሬ ችግኝ ስርጭት መከታተያ ፎርም/ List of distributed fruit seedling for the communities

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|  | አቶ ገ/ክርስቶስ አረፋዓይኔ | አቦካዶ | 03 | ጠዳ  | 0918035995 |
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|  | ወ/ሮ ወለላ መንግስቴ |  ›› | 03 | ›› | 0918465668 |
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**II. Community service coordinating office (csco) organogram**

Department heads

Community service coordinating office (CSCO) head

Academic V/dean

College Dean