



Follow-Up and Supervision Checklist

Family engagement requires the ideas, leadership, and outreach from all program staff. Use the checklist below to coach and assist staff in their family engagement efforts. Items that need work can be incorporated into training agendas.

Know families and their cultures	Strong	OK	Needs work
Encourages families to talk about their cultures and values in a safe and supportive environment.			
Actively examine and questions his/her “cultural lens” or how he/she views the world and experiences			
Find ways to have youth teach him/her about families’ cultures.			
Can speak or knows some words in the languages of his/her families			
Meet and interact with families in settings other than the program.			
Understand challenges to family engagement			
Avoid or question generalizations related to why families may or may not be involved.			
Actively think of new and creative ways to overcome challenges to family engagement.			
Seeks out feedback on barriers to engagement from families when possible.			
Explore underlying causes (transportation issues, language barriers, etc.) for why families may not be involved.			
Engage families			
Is always welcoming and pleasant to family members.			
Provide numerous opportunities for families to have an active role in the program.			
Thank families for their engagement.			
Seek out appropriate ways to involve families from youth.			
Support families			
Find ways to incorporate families’ strengths and skills into the program.			
Recognize when families or youth are facing challenges and try to connect them with the appropriate resources.			
Seek out ideas for workshops and other opportunities for families.			
Reestablish contact with families if their connection to the program fades or stops.			