



Psychologically Healthy Workplace Awards

Psychology in the Workplace Network (PWN) Representative Role Description

Role

The Psychology in the Workplace Network (PWN) Representative is appointed by his or her state, provincial or territorial psychological association (SPTA). PWN Representatives must be active APA members, as well as members of their SPTA. Additionally, PWN Representatives must have a doctoral-level degree in psychology or a related field.

The PWN Representative is expected to run a local-level Psychologically Healthy Workplace Award (PHWA) program in his or her jurisdiction with support from APA. The PWN Representative may work with a committee of psychologists and students who are members of the SPTA and will work closely with the SPTA Executive Director and Public Education Campaign (PEC) Coordinator.

Each SPTA has the flexibility to decide how their program will operate, within APA's program requirements (e.g., SPTAs are required to use the PHWA online application system). Some SPTAs have an award program each year, other SPTAs give awards every other year, and some use the "off" year to teach the public about healthy workplaces with structured educational outreach efforts and generate increased interest in their program.

PWN Representatives are required to attend the PWN Business Meeting each year, which is generally held in the spring. Attendance for one PWN Representative per SPTA with an active award program is funded by APA each year. No substitutes or committee members can attend in the PWN Representative's place. For SPTAs with APA-level winners, APA will fund the PWN Representative to attend APA's PHWA Ceremony in Washington, D.C.

Expectations

PWN Representatives are expected to make presentations about healthy workplaces and related topics in the community. PWN Representatives are expected to attend or designate a committee member to attend the PWN conference calls which take place throughout the year. PWN Representatives are encouraged to submit at least one piece of content each year (e.g., newsletter article, blog post, write-up highlighting the SPTA's local-level winners) that can be used in APA's communication efforts.

Resources

The PWN Representative has access to resources from APA such as the PHWA Toolkit and online application system, as well as consultation from APA staff and the use of the PWN listserv to network with other PWN Representatives. The PWN Representative can also apply for financial assistance of \$1,000 to support their SPTA each year they have an active award program.