



POSITION DESCRIPTION

TITLE	New York State Coordinator
FUNCTION	Field Operations
LOCATION	New York
REPORTS TO	AFHK Field Manager
STATUS	Contractor, 80 hours/month;
DATE	7/8/19

We are Hiring!

Do you want to make an impact on the lives of kids, schools, families, and communities? Do you dream of being in a job that enables you to truly collaborate with others to implement change and make a difference? Action for Healthy Kids® (AFHK) is looking for an individual to join as New York State Coordinator based in New York, preferably in/near New York City.

You

The goal of the New York State Coordinator is to grow and expand AFHK's network of underserved schools (schools with a free and reduced eligibility of 74.5% or greater) and increase the number of health promoting schools. The New York State Coordinator is responsible for managing Action for Healthy Kids' efforts in the state to support nationally funded school wellness initiatives. At the same time, the coordinator will collaborate with other state and local partners to leverage assets wherever possible to grow the number and support of underserved schools in AFHK's network. The position is a part-time contracted position, working an **average of 80 hours per month** for the period of August 1, 2019 through June 30, 2020. This contracted position will report directly to assigned Field Manager at Action for Healthy Kids.

Us

Action for Healthy Kids is a national non-profit organization, raising the bar on the health of the whole child to extraordinary levels across the country. AFHK mobilizes school professionals, families and communities to take actions that lead to healthy eating, physical activity and healthier schools where kids thrive. We partner with dedicated volunteers—teachers, students, moms, dads, school wellness experts and more—from within the ranks of our 140,000+ constituency to create healthful school changes. We are committed to impacting holistic changes with a focus on serving students from under-resourced communities.

Action for Healthy Kids is an equal opportunity employer. We celebrate diversity across multiple and intersectional dimensions, including but not limited to race, ethnicity, socio-economic background, sexual orientation, religious beliefs, gender identity, disability status, and age and are committed to creating an inclusive and welcoming environment for all employees.

New York State Coordinator Deliverables:

1. Support grant funded schools in assigned states to ensure all grant related requirements and communications/evaluation deliverables are met.

2. Use School Health Index and other data in a systematic way to coach grant funded schools in assigned states to improve health promoting status.
3. Grow underserved school network by at least 100 schools.
4. Serve as the local AFHK representative in primary state.

Job Requirements

- Degree in relevant discipline (I.e., public health, education, nutrition, kinesiology, health promotion) or strong relevant experience.
- Experience working with schools, parents, program implementation, project management and capacity building.
- Knowledge and experience working in underserved communities.
- Proven success when working as a member of a remote team.
- Experience using Microsoft Office and other similar technology platforms.
- Ability to work independently with minimal day-to-day supervision and efficient prioritization of tasks, deadlines, and time.
- Travel within the state with a concentration in the New York City area, and yearly to headquarters office in Chicago, IL.

Ideal Candidate:

- Knowledge and experience in physical activity/education, nutrition or health education, and/or the Whole School, Whole Community, Whole Child (WSSC) framework.
- Ability to build strong relationships across many sectors.
- Experience in facilitating dialogue, and leading professional development, conference sessions and other learning opportunities.
- Willingness to engage with New York-based media for select media opportunities.
- Experience working in Salesforce a plus.
- Proficient in English and Spanish.

AFHK Values and Competencies:

- Leadership
- Innovation/Creative Thinking
- Mission-Driven
- Communicator
- Collaborative
- Hustle
- Optimism
- Execution

Are you passionate to activate a movement for healthier schools where every child is happy, healthy, active, and ready to learn? If you are an action-oriented, solution focused individual, then AFHK is for you!

To apply, please submit a resume to careers@actionforhealthykids.org by Friday, July 19, 2019 to Careers@actionforhealthykids.org with the Subject Line: NY State Coordinator.

www.ActionforHealthyKids.org

