



POSITION DESCRIPTION

TITLE	New York State Coordinator
FUNCTION	Field Operations
LOCATION	New York
REPORTS TO	AFHK Field Manager
STATUS	Contractor, 80 hours/month;
CLOSING DATE	11/15/19

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? Are you looking for a flexible schedule? Action for Healthy Kids® (AFHK) is looking for an individual to join as New York State Coordinator, preferably in/near New York City Metro Area.

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 schools implementing healthy practices. 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** through June 30, 2020, with an opportunity to extend contract yearly. 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 increase the implementation of healthy practices.
3. Grow underserved school network by at least 100 schools.
4. Serve as the local AFHK representative in NY.

Job Requirements

- Experience working with schools or parents.
- Knowledge and experience working in underserved schools or communities.
- 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.
- Minimal travel within the state with a concentration in the New York City area.

Ideal Candidate:

- Bachelor's Degree in relevant discipline (i.e., public health, education, nutrition, kinesiology, health promotion) or strong relevant experience.
- Ability to build strong relationships.
- Willingness to engage with New York-based media for select media opportunities.
- Experience working in Salesforce a plus.
- Minority candidates strongly encouraged to apply.
- Bilingual candidates strongly encouraged to apply.

AFHK Values and Competencies:

- Hungry for Change
- Think Big
- Flexible
- Caring
- Collaborative
- Work Hard, Play Hard

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, November 15, 2019 to Careers@actionforhealthykids.org with the Subject Line: NY State Coordinator.

www.ActionforHealthyKids.org

