**Position Title:** Healthy Kids Coordinator

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**Position Summary**

This individual’s chief responsibility is in leading and growing PAL’s efforts related to childhood obesity prevention, specifically settings that encourage healthy children and healthy families.

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**Position Responsibilities - Essential**

**Healthy School Environments**

- Serve as a resource to Spartanburg County schools and districts for healthier school environments;
- Assist with annual county-wide BMI measurement with SC DHEC;
- Nurture a strong relationship among schools partners, including but not limited to SC DHEC, Mary Black Foundation, Alliance for a Healthier Generation, Eat Smart Move More Spartanburg (taskforce), Spartanburg Water, Spartanburg School Districts 1-7, other school partners;
- Serve as technical assistance for up to 10 Spartanburg County schools in wellness implementation using the Alliance for a Healthier Generation framework;
- Serve as a liaison to Mary Black Foundation’s evaluation team;
- Provide reports and other requirements for Mary Black Foundation per MOU.

**Other**

- Work with community partners to develop healthy eating opportunities for families and communities;
- Participate in PAL staff-based marketing and communication strategies; as well as coordinated staff activities;
- Be actively engaged in community life in Spartanburg County.

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**Essential Skills and Experience**

- Familiarity with and belief in the mission, vision and values of PAL,
- Bachelor’s degree,
- Proven experience in designing and managing community programs,
- Experience with developing and maintaining strong working relationships with community partners and colleagues,
- Ability to work as a leader and as part of a team,
- Possess well developed interpersonal, and verbal & written communication skills,
- Be capable of exercising a high degree of delegated responsibility,
- Have good organizational skills relevant to the role with the ability to problem solve, pay attention to detail, and deliver work to a high standard and to tight deadlines,
- Comfortable presenting to groups,
- Computer proficiency.
Beneficial Skills and Experience

- School-based work experience,
- Public health experience, especially with policy-systems-environment approaches,
- Bi-lingual in Spanish

**Salary Range**
This is a 40 hour per week position requiring some nights and weekends. Salary commensurate with qualifications and experience.

**To Apply**
Submit a cover letter and resume to Laura Ringo, Executive Director, LRingo@active-living.org by October 3.