



Job Description

HEALTHY LIFESTYLES

Mission: to explore, create, promote and implement ways for the Shoreline PTA council to enhance the nutrition and wellness of children and families in the Shoreline School District.

- Attend monthly Board of Directors meetings.
- Attend and participate Council General Meetings. Meetings occur on the 4th Monday of the month. The President will give you a yearly calendar at the first council meeting.
- If able, attend Region 6 Conferences, PTA and The Law and Convention
- Is familiar with the WASTATE PTA Bylaws, Council Standing Rules, Council Procedure Manual, budget and programs. Specifically Committee Chair Policy.
- Present committee reports when relevant. The Vice-President(s) & President(s) will work with you to come up with the months when reports will be necessary. If you want to make a proposal to the Executive Committee written proposals need to be e-mailed or sent to the President(s) one week in advance of the Executive meetings held on the 2nd Thursday of the month.
- Supports the decisions of the board. This means despite any personal feelings you might have, once the board has voted you are ethically obligated to support that decision. One can go on record as disagreeing with the Board's position, but must still abide by the decision.
- Maintain confidentiality of the Board's sessions, speak for the board or organization only when authorized to do so.
- Once appointed by President, Chair shall serve as spokesperson for Council event
- Maintain a committee notebook to include records of Council business as indicated on the Committee Records Sheet.
- Use appropriate practices when handling Council funds. Income received should be counted by two people and delivered as soon as possible to the Council Treasurer for deposit in the bank. Contact Council Treasurer prior to the event to arrange delivery.
- Document all in-kind donations
- Return notebook to the Council President(s) c/o Shoreline PTA Office by June 30th. All the committee notebooks are property of the Shoreline PTA Council.

- Identify current deficiencies in how the district meets the nutrition and wellness needs of the students.
- Recommend goals and actions for how the Shoreline PTA council will support the district in developing a healthier school environment.
- Assist with policy development for supporting healthier school environment and advocate for the creation of a district School wellness council.
- Planning and implementing district wide program(s) that enhance nutrition and wellness and tap into funding available to implement program(s).
- Explore resources available to improve the nutrition and wellness of students.
- Determine the best methods to educate, advocate and promote legislative efforts at the state and national level that work to improve and impact the nutrition, physical activity, and well being of children to all families in our district.
- Create and maintain a resource center on the Healthy Lifestyles page of the PTA Council website for local units.