

STATE JUMP ROPE FOR HEART/HOOPS FOR HEART COORDINATOR

Purpose:

To serve the association by keeping current in areas pertaining to Jump Rope and Hoops for Heart and to disseminate such information to the membership. This person should support the philosophies and direction of the JRFH and HFH programs.

Organization:

The State Jump Rope for Heart/hoops for Heart Coordinator shall assume office following the State Convention every two years. The person should have experience conducting an event and have an understanding of the missions of both AAHPERD and the American Heart Association. The coordinator must be a current member of the state and national AAHPERD. The coordinator shall hold this position on the board for a minimum of two years.

Responsibilities:

1. Attend all Executive Board meetings.
2. Organize, manage and direct COAHPERD involvement in JFRH/HFH. (Demo, Booth, etc..)
3. Serve as a liaison between COAHPERD and AHA affiliate.
4. Serve as the main contact to AAHPERD.
5. Report to the board about JRFH/HFH activities on a regular basis.
6. Plan promotional activities and develop educational materials for COAHPERD.
7. Submit an article for **every** issue of the COAHPERD JOURNAL.
8. Communicate twice a year with the AAHPERD Joint Projects Project Manager.
9. Submit a yearly report to the AAHPERD Joint Projects office.
10. Participate in the planning and carrying out of JRFH/HFH clinics and workshops as needed.
11. Actively solicit new coordinators for a Jump or Hoops event at State functions and conferences.
12. May serve as a member of a COAHPERD standing committee with the responsibility of updating the committee of the progress of JRFH/HFH programs.
13. Organize and/or conduct JRFH/HFH workshops, presentations and demonstration team performances at COAHPERD conventions.
14. Assist with staffing the AHA booth at COAHPERD annual conventions.
15. Submit the End of Year Report at the meeting prior to convention.
16. Collaborate in the evaluation of AHA Representative.
17. Submit items for silent auction and or other fundraising efforts.