



Position: Buffalo County Tobacco Free Coalition Chair (Voluntary)
Responsible to: Buffalo County Tobacco Free Coalition and Coalition Coordinator
Date Adopted: ???

Duties & Responsibilities:

- Work collaboratively with coalition members
- Help develop coalition agendas with the assistance of the coalition coordinator
- Preside over coalition meetings
- Participate in the recruitment of new coalition members and help maintain current coalition membership with assistance from the coalition coordinator
- Support community involvement

Time Commitment:

- Approximately 3 hours per month
- Attend major events hosted by the coalition/help with presentations for the coalition
- Commit to a one-year availability

Coalition Chair	Date
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Coalition Coordinator	Date
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Term Expiration Date

"An organization founded for the purpose of informing people, youth and families, of the dangers of tobacco use, eliminating exposure to secondhand smoke, and promoting abstinence for non-users and cessation for users"