

IOWA ASSOCIATION FOR THE EDUCATION OF YOUNG CHILDREN

JOB DESCRIPTION

- I. TITLE:
**EARLY CHILDHOOD WORKFORCE ADVISORY COMMITTEE
CHAIR**

- II. TERM OF OFFICE:
Appointed by the President with Governing Board approval for a term of two (2) years and may succeed self in office once.

- III. PURPOSE:
 - A. To provide the Board with information regarding the T.E.A.C.H.® / WAGE\$® Programs.
 - B. To provide leadership for the Early Childhood Workforce Advisory Committee, at and between quarterly meetings.
 - C. With the Staff, to represent T.E.A.C.H.® / WAGE\$® at state or national level meetings or events.

- IV. REQUIREMENTS:
 - A. *Shall be a Member of Iowa AEYC.*
 - B. Shall possess interest and skill in promoting the goals of the four components of T.E.A.C.H.® and WAGE\$® Programs.
 - C. Shall be an active Member of the Early Childhood Workforce Advisory Committee.
 - D. Shall abide by the Bylaws of the Association.

- V. DUTIES AND RESPONSIBILITIES
 - A. Will attend all Governing Board meetings in compliance with the Iowa AEYC Governing Board attendance policies and submit a written report detailing activities and issues pertaining to the position that have occurred since the last board meeting.
 - B. Will serve as Chair of the Early Childhood Workforce Advisory Committee.
 - C. With the Advisory Committee, will review and suggest policies for T.E.A.C.H.® / WAGE\$® Program implementation (including recruitment and funding issues) to the Staff and Board.
 - D. Will promote Iowa AEYC and NAEYC whenever possible.

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- E. Will maintain a notebook or file of the business of the office and pass it on to the succeeding Chair.
- F. With the Staff, will recruit for and lead a committee for T.E.A.C.H.® & WAGE\$®.