

IOWA ASSOCIATION FOR THE EDUCATION OF YOUNG CHILDREN
JOB DESCRIPTION

I. TITLE:

PLAY COMMITTEE CHAIR

CLASSIFICATION: Appointed position by the Iowa Association for the Education of Young Children (Iowa AEYC) President

REPORTS TO: Executive Director

DIRECT REPORTS: Play Committee/Coaches

II. PURPOSE:

The person develops and implements the Play Committee to meet the goals of the Iowa Association for the Education of Young Children.

III. REQUIREMENTS:

- A. Credentialed Play Coach, (or working toward it), or relevant experience.
- B. BA/BS degree in education or other related degree, with certification in the state of Iowa.

IV. DUTIES AND RESPONSIBILITIES

- A. Develop Iowa AEYC Affiliate leadership grounded in the fundamentals of play.
- B. Strengthen our commitment to conservational and ethical usage of materials.
- C. Develop and provide enriched resources for Members on play research.
- D. Create committee agenda, assure minutes are gathered and set meeting times.
- E. Maintain knowledge of current Play Research.
- F. Work with NAEYC Professional Development requirements.
- G. Coach and lead committee activities when necessary.
- H. Ensure communication with the committee and Executive Director.
- I. Organize/obtain required material for play experiences.
- J. Distribute and collect play experience evaluations; deliver them to the Iowa AEYC Office.
- K. Deliver play experience participant attendance sheets to the Iowa AEYC Office.
- L. Negotiate required resources for play experiences, including printing, travel, and any additional fees.