



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

---

Coalition Coordinator Date

---

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"*