

**ASQ Position Description****Section Koalaty Kid Liaison**

<b>Position Title:</b>	<b><i>Section Koalaty Kid Liaison</i></b> Serves as the liaison between the Section and educational institutions interested in becoming Koalaty Kid schools. Helps to strengthen relationships between the Section, the school, parents, and the community.
<b>Reports to:</b>	<b><i>Section Chair</i></b>
<b>Qualifications:</b>	Must be an ASQ member in good standing with strong communication and organization skills.
<b>Time Commitment:</b>	This is a one-year term requiring an estimated minimum 2 hours/month to fulfill the responsibilities of the position. The time commitment will vary depending on time of year and amount of activities planned.
<b>Training Opportunities and Materials:</b>	<ul style="list-style-type: none"> <li>• Section/Division Leadership Training</li> <li>• Regional SMP Training</li> <li>• Other training(s) as offered by the Regional Director</li> <li>• Society Management Handbook</li> <li>• Mentoring past Koalaty Kid Liaison</li> </ul>
<b>Benefits:</b>	<p>This position offers an opportunity to enhance and practice leadership skills, promote and use quality tools in education, support the shape and future of the quality movement, guide the growth and direction of the Section, and network with other quality professionals to increase awareness of the member's company in the community.</p> <p style="text-align: right;">-continued-</p>

<p><b>Responsibilities:</b></p>	<ul style="list-style-type: none"> <li>• Serve as Koalaty Kid Liaison from July 1- June 30</li> <li>• Establish and/or maintain relationship between Section and Koalaty Kid school(s) sponsored by the Section.</li> <li>• Assist in activities sponsored by the participating school(s).</li> <li>• Submit budget to Section Treasurer.</li> </ul>
<p><b>Related Policies and Procedures:</b></p>	<ul style="list-style-type: none"> <li>• ASQ Policies &amp; Procedures             <ul style="list-style-type: none"> <li>→ G5 - Charter Policy Professional Ethics &amp; Qualifications Committee-Composition</li> <li>→ G6 - Ethics Ombudsman, Grievance, Suspension, and Exclusion Procedure</li> <li>→ G7 - Membership Information Disclosure</li> </ul> </li> <li>• ASQ Operational Milestones</li> <li>• Section Model Bylaws, Nos. 1 and 2</li> </ul>
<p><b>Koalaty Kid Contacts</b></p>	<p>Koalaty Kid Department – John Van Slyke</p>