

External Job Posting



Position Membership Specialist

Location Rochester

FTE Classification .5 Exempt

Description

The Membership Specialist is responsible for implementing recruitment, retention and development processes through various membership initiatives developed and administered to reach underserved girls primarily in the Middle School age level. Duties include but are not limited to:

- Organizes and coordinates informational/promotional recruitment events for girls and adults through a variety of community marketing outreach vehicles including schools, community centers, places of worship etc.
- Cultivates and maintains professional relationships with local community organizations to ensure that the racial, ethnic and socio-economic diversity of the community is reflected in the membership.
- Achieve membership recruitment, retention and development goals under the direction of the Membership Manager.
- Recruit, select, place, train supervise, and evaluate qualified program delivery volunteers to carry out staff led program.
- Participates in the planning for the selection of new sites for programs as needed
- Provide direct service to a wide range of underserved girls primarily in the middle school age level.
- Provide program support to River Valleys by developing and implement a variety of Girl Scouts program pieces.
- Provides information and interpretation of council and GSUSA's policies and programs to reinforce the role of Girl Scouting.

Job Requirements

- Bachelor's degree in related field or equivalent knowledge and /or experience
- Commitment to the aims and purpose of the Girl Scout Movement
- Excellent oral and written communication skills
- Ability to work with girls, volunteers and community contacts from diverse backgrounds and to build effective volunteer teams
- Ability to organize work priorities, information and people to effectively carry out the work of the membership team
- Ability to effectively manage multiple prorates, meet deadlines and produce results
- Ability to work a flexible schedule, including some evenings and weekends
- Must have reliable transportation and a valid driver's license

Salary Range \$14,500-17,000, DOQ

Application Send letter of interest, resume and salary requirements to:

Attention: Sharilyn Glick, Human Resource Department
Girl Scouts of Minnesota and Wisconsin River Valleys
400 South Robert Street
St. Paul, MN 55107
Sharilyn.Glick@girlscoutsrv.org

About Girl Scouts of Minnesota and Wisconsin River Valleys – In partnership with nearly 18,000 adult volunteers, the Girl Scouts of Minnesota and Wisconsin River Valleys helps more than 45,000 girls each year—in all or portions of 49 counties in southern Minnesota and western Wisconsin—to discover new abilities, connect with new friends, and take action to improve their communities. Girl Scouts is the world's preeminent leadership development organization for girls, building girls of courage, confidence, and character, who make the world a better place.