

GIRL SCOUTS OF CONNECTICUT

Position Title: Membership Program Facilitator (2 Part-Time Positions)

Reports To: Director of Membership Services

Location: Bridgeport

POSITION SUMMARY:

The Membership Program Facilitator is responsible for organizing and implementing programs to girls in underserved communities that would not otherwise have the opportunity to participate in Girl Scouts.

She/he ensures effective program implementation and partner building, between sites and the Girl Scout Council. For grant supported programs, the Membership Program Facilitator ensures that grant requirements are effectively met.

MAJOR ACCOUNTABILITES:

1. Ensures recruitment and retention of girls in program setting.
2. Registers all girls at program site.
3. Completes required paperwork in a timely fashion.
4. Provides adults with information about volunteer opportunities.
5. Creates and revises program modules to fit the needs of each community.
6. Executes girl program.

SKILLS AND COMPETENCIES:

The ideal candidate will have experience working with youth, preferably in a program, camp, and/or child care setting. Key competencies for this position are: communication skills; leadership skills; ability to retain existing relationships with community partners; ability to effectively meet grant requirements and travel to assigned program sites.

EDUCATION:

GED or High School Diploma.