

Community Executive Full Job Description

Position Employer: Boy Scouts of America, Last Frontier Council

Starting Compensation: \$15 per hour/ Up to 32 hours per week

Council Website: www.scoutingrocks.tv

Since 1910, Scouting has helped mold the future leaders of this country by combining educational activities and lifelong values with fun. The Boy Scouts of America believes and understands that helping youth puts us on a path towards a more conscientious, responsible, and productive society.

Today's professional Scouters are a diverse group of men and women sharing a dynamic career offering independence, achievement, and stability. This is work that makes a difference, work that calls one to continual learning and challenge, work that offers solid compensation, benefits and advancement.

The Community Executive selected will:

- Work with a volunteer board of directors and other community and business leaders to identify, recruit, train, guide, and inspire them to become involved in youth programs.
- Achieve progress towards specific goals and objectives which include program development through collaborative relationships, volunteer recruitment and training, fundraising, membership recruitment and retention.
- Be responsible for extending programs to religious, civic, fraternal, educational, and other community-based organizations through volunteers.
- Secure adequate financial support for programs in assigned area. Achieve net income and participation objectives for assigned camps and activities.
- Recruit leadership for finance campaign efforts to meet the financial needs of the organization.
- Ensure that all program sites are served through volunteers, regular leader meetings, training events and activities.
- Collaborate with adult volunteers and oversee achievement of training for their respective role.
- Be a good role model and recognize the importance of working relationships with other professionals and volunteers. The executive must have communication skills and be able to explain the program's goals and objectives to the public.
- Provide quality service through timely communication, regular meetings, training events and activities.

Desired Skills:

- Strong marketing, fund-raising and program development background is highly desired.
- Non-profit, fundraising or sales experience is a plus.
- Must be comfortable with public speaking and interacting with diverse audiences. Excellent people skills, enthusiastic, punctual, responsible and creative.
- Self-motivated individual with solid time management skills and strong organizational skills in management, budgeting, and planning.
- Committed to personal and professional productivity, while maintaining high ethical and professional working standards.

Requirements:

- Must be willing to accept and meet the Boy Scout of America's leadership and membership standards and subscribe to the Scout Oath and Law.
- High School Diploma or equivalent
- Attained 21 years of age or older unless prohibited by any applicable law.
- Ability to work varied hours when necessary, evening activities and weekend work is frequently required to achieve positive objectives.
- A Scouting background is helpful but not required for employment.
- Offers for employment are subject to criminal, reference and motor vehicle background checks.

Compensation:

All councils are equal opportunity employers. In addition to offering a hourly salary of \$15 per hour Last Frontier Council also provides compensation for approved business-related expenses to include phone and mileage reimbursement, and a vehicle allowance. We also offer ten holiday observances.

How to apply:

Qualified candidates must submit cover letter and resume with salary history to Director of Field Service, Chris Reynolds, Chris.reynolds2@scouting.org.

About Boy Scouts of America, Last Frontier Council (OKC)

The Last Frontier Council is Scouting at its finest. The Last Frontier Council is more than 12,000 youth and more than 4,000 volunteer Scouters and adults enjoying and delivering the promise of Scouting in twenty-four counties across central, western, and southwestern Oklahoma!

The Last Frontier Council is a volunteer board of directors committed to seeing the council succeed in delivering the promise of Scouting to the youth in our communities.

The Last Frontier Council is professional and support staff, supporting the volunteers of Last Frontier Council, and striving daily to deliver the promise of Scouting to the existing members of Last Frontier Council, and to open new doors for the Scouting opportunity to be available and enjoyed by new youth, their families, and other supporters of the Boy Scouts of America and the Last Frontier Council.