



Job Title:	Girl Experience Lead
Reports To:	Chief Mission Delivery Officer
Status:	Exempt Grade 6
Work Location:	Fort Worth Corporate Office
Last Update:	June 2019

Position Summary

The Girl Experience Lead (GEL) provides leadership and direction to the girl program (including outdoor) and is a member of the council's leadership team. The GEL creates and ensures implementation of council strategies that achieve annual and long-term growth, increased participation in Girl Program and the engagement of volunteers to meet the needs of girl members. The Girl Experience Lead is also responsible for engaging and cultivating community support for the 4 program pillars (STEM, Outdoor, Entrepreneurship and Life Skills) to achieve strategic goals and objectives while ensuring the goals are achievable and attained. The GEL develops and ensures that tools, systems, procedures and processes are available and in place to support excellence in a girl's experience in Girl Scouting.

The Girl Experience Lead will consistently exercise discretion and judgment with respect to matters of significance. This job is not routine, clerical or administrative in nature.

Essential Duties and Responsibilities

1. Provide leadership, motivation, tools for success and a partnership to all staff assigned. Ensure teams work collaboratively, are supportive of other departments and project teams as assigned.
2. In partnership with the Chief Mission Delivery Officer (CMDO), analyze membership trends and other available information to plan, develop, promote and implement a comprehensive strategy to develop and retain girl members for troop, community, and council wide programming; thereby setting data driven goals that are attainable.
3. Ensure the voice of the girl in all girl programming decisions. Commit to the GSUSA Promise to Girls as the key to success in a girl's experience.
4. Partner with volunteer committees to support girl programming teams of staff and volunteers in planning and implementing comprehensive council wide girl experience strategies.
5. Coordinate with Mission Delivery Team members to increase Girl Scout visibility in the community and foster interest in girl program opportunities.
6. Support and attend key girl and volunteer program meetings in the community and area offices throughout the year.

7. In partnership with the property team, develop plans for camp programming to ensure a comprehensive girl experience in the outdoors.
8. Ensure all camp regulations and standards (American Camping Association) are adhered to and implemented. Ensure camps maintain accreditation standards as required.
9. In partnership with human resources, ensure a comprehensive, budgeted staffing plan for resident and high adventure camps are developed and implemented in a timely manner to ensure hiring of quality staff to lead summer program activities.
10. Ensure the delivery of role-specific learning opportunities and resources that are delivered in multiple ways that are continuous, fun, and adaptable to different styles and are effective at preparing girls for their roles.
11. Support the development and implementation of council plans to evaluate outcomes and customer satisfaction; especially the girl voices surveys from GSUSA.
12. Support the marketing team by ensuring activities and programs are planned and communicated timely through Council resources such as; but not limited to the council's website, newsletters, resources site, etc. and external community resources as appropriate.
13. Cultivate and nurture relationships with appropriate community volunteers, area volunteers, and council-wide volunteers to support retention efforts within targeted areas to positively impact girl membership growth.
14. Develop and execute an annual written plan of work and budgets to meet council goals and objectives related to retention and programming for girl members
15. Must be professional, respectful, enthusiastic, and polite to members, prospects, volunteers, community partners, coworkers, and others.
16. Perform other duties as assigned by the Chief Mission Delivery Officer.

CORE COMPETENCIES

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| 1. Interpersonal Relations | 10. Conflict Management |
| 2. Customer Service Responsiveness | 11. Adaptability |
| 3. Oral and Written Communication Skills | 12. Team Building |
| 4. Personal Integrity and Professional Conduct | 13. Information Management |
| 5. Decision and Judgement | 14. Organization Knowledge |
| 6. Accounting Basics and Business Acumen | 15. Self-Management |
| 7. Fostering Diversity | 16. Achieve results |
| 8. Judgement and Decision Making | 17. Time Management |
| 9. Problem Solving | |

JOB QUALIFICATIONS - - Knowledge, skills and abilities

1. Bachelor's degree or equivalent experience in related field with a minimum 5 year's experience in team leadership and program implementation support.
2. Commitment to the mission and goals of Girl Scouting.
3. Membership in Girl Scout organization.

4. Must be willing to work with all persons without regard to race, religion, ethnic origin, socio-economic status, sexual orientation, or disability.
5. Demonstrated leadership success for multiple operational functions and experience managing diverse staff in a coordinated, effective and efficient manner with accountability.
6. Proven ability to lead a team to success and foster a culture of inclusiveness, teamwork and collaboration with others.
7. Proven experience in strategic planning, analysis and budgeting.
8. Experience implementing and managing performance measurements to achieve success.
9. Proven ability to work with volunteers, community leaders, organizations, and businesses.
10. Proven ability to effectively manage multiple priorities, meet deadlines and produce results.
11. Ability to work a flexible schedule including travel, nights and weekends.
12. Have and maintain a valid driver's license in state where employee works/resides, an acceptable driving record, acceptable insurance, and reliable transportation
13. Must complete and pass a criminal background check.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this position, the employee is regularly required to talk or hear. The employee frequently is required to use hands or fingers, handle, or feel objects, tools or controls. The employee is occasionally required to stand; walk; sit; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl.
- The employee should be able to lift and/or move up to 25 pounds. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, and the ability to adjust focus. The noise level in the work environment is usually moderate.

CERTIFICATIONS/LICENSES

None required.

EMPLOYEE ACKNOWLEDGEMENT

I have received a copy of this job description on the date indicated and understand my job duties. I also understand that failure to satisfactorily perform my job duties will result in disciplinary action up to and including termination of my employment.

Employees' Printed Name & Signature

Date