

DIRECTOR, OUTDOOR & ADVENTURE
Corporate Office, Greenville (Council-Wide Travel Required)

Girl Scouting is the largest organization for girls in the world. Our mission is to build girls of courage, confidence, and character who make the world a better place. Through activities in science and technology, business and economic literacy, and outdoor and environmental awareness, Girl Scouting provides girls with opportunities for fun and friendship while fostering the development of leadership skills and self-esteem.

Girl Scouts of South Carolina – Mountains to Midlands council is the largest organization serving girls in South Carolina. The council has a current membership of close to 10000 girls, more than 2,500 volunteers and a staff of 45 (plus an additional 50+ seasonally). With an annual council budget of \$3 million, our service is currently supported through three administrative service centers, five camps, four out-based offices, and three troop program sites.

POSITION SUMMARY

Responsible for leading the Girl Scouts of South Carolina – Mountains to Midlands outdoor and adventure program experiences. Accountable for all aspects of the Girl Scout Leadership Experience efforts by localizing the execution of the integrated council-wide work plan that is built upon the vision and strategic priorities set by the council's Board of Directors. As a key member of the council's senior leadership team, the DPS is responsible for providing operational leadership, management, procedures and process consistency/oversight, and accountability to the volunteers, donors, and staff for a quality Girl Scout experience.

As the retention tool for the organization, program opportunities support the individual, troop, group, underserved, and/or council-wide group experience opportunity for girls and the volunteers/parents that support them. Based on the foundation of 'discover', 'connect', and 'take action', the DPS will link the Girl Scout Leadership Experience and the strategic deliverables outlined in the council's She Sees the Future plan by focusing on five key council priorities: Outdoor Adventure, Partnerships, Leadership & Training, STEM and the Arts. The incumbent will supervise 5 direct reports, 3 indirect reports, up to 45 indirect reports in the summer, and a budget of \$850,000.

OBJECTIVES / RESPONSIBILITIES

- Responsible for the development and implementation of long- and short-term innovative outdoor and adventure program initiatives that help retain and attract new members and develop leadership skills in girls and adult volunteers.
- Achieve council goals in support of strategic business objectives, while ensuring programs are consistent with Girl Scouts of the USA (GSUSA), safety, and risk management guidelines.
- Support, mentor, develop, and retain high performing program staff teams with effective operations in support of strategic priorities through managers, staff, and volunteers in the field.
- Lead teams to develop strategies and processes to support programmatic implementation in multiple membership pathways (*troop, camp, and alternative program deliveries*) that are accessible and attractive to both current members and non-members.
- Lead the development of outdoor and adventure programming goals that support revenue generation and increases participation levels.
- Expand and maintain a robust portfolio of outdoor and adventure programming, including day and resident summer camps, camping facilities rentals, year-round outdoor programs and high adventure activities.

- Guide and manage the implementation of the Girl Scout Leadership Experience (GSLE) focused on outdoor and adventure programs; contribute to the development of strategies, and internal and external collaborations to advance programmatic priorities.
- Evaluate outdoor education programs (e.g., program offerings, staffing, budget, properties) on an ongoing basis to ensure the needs and interests of girls are met.
- Ensure safety and risk management of outdoor programs in compliance with ACA, ACCT, GSUSA, and regulatory standards.
- Direct the design, implementation, facilitation and assessment of high quality, relevant, well-executed, outcomes-based programs focused on outdoor and adventure.
- Plan and manage effective delivery systems of outdoor and adventure programs to meet the needs and interests of girl members and adult volunteers from diverse ages, communities and backgrounds.
- Effectively utilize and assess data routinely to make quality program decisions.
- Ensure teams use outcome measurement and evaluation tools for all programs; implement assessments, report results, and adapt program curriculum and delivery based on results.
- Network to build contacts, collaborations, and fundraising in the community, identifying and expanding business-development opportunities and strategies to promote Girl Scouting.
- In partnership and collaboration with the Fund Development team, oversee program collaborations with external partners and serve as a liaison to community initiatives that align with program priorities and increases organizational support.
- Provide appropriate and timely updates on operations, including progress toward goals, revenues, and expenses to executive staff.
- In collaboration with VP, Volunteer & Program Development develop, administer, monitor, and meet complex annual operating budgets.
- Works in partnership with the council's marketing and communications team to disseminate (often time-sensitive) information to members and the community.
- Contributes to the writing and editing of council program resources, including periodic event guides, regular website program updates, and volunteer support materials.
- Oversees and effectively coordinates staff teams in recruiting, managing and training volunteers to manage programs.
- Exemplifies and models professional and quality customer service to members, volunteers, staff, and other community contacts.
- Identify and seek out partners from a variety of sectors, including education, business, government and community-based organizations to guide, contribute and develop council outdoor and adventure program initiatives and determine creative partnerships to support girl program at the individual, troop, service unit, council, state, national, and international opportunities.
- Contributes to the development of and planning for programs including backward planning timelines, marketing integration, vendor relationship expectations, budgets, post program reflection, and return on investment analysis.
- Analyze market data on demographics, membership trends, program assessment data and other available information to design or revise program opportunities.
- Recruit, train and supervise a core team of volunteers that includes girls to promote outdoor and adventure initiatives.

QUALIFICATIONS

- Bachelor's degree in related field required.
- Minimum seven (7) years demonstrated experience preferably within one or more of the five key priority areas of the council.
- Demonstrated track record of successfully leading large projects with multiple priorities.
- Significant experience in the design, implementation, and evaluation of educational or experiential programs.
- Exceptional written, verbal, listening and interpersonal skills with the ability to be diplomatic, persuasive, and build support and commitment.
- Excellent listening and interpretive skills in order to identify, assess, and respond to customer needs.
- A genuine, trustworthy, and inviting demeanor supported by polished communication skills
- Demonstrated ability and proficiency to perform data entry with extreme accuracy.
- Superior organizational skills, with the ability to carry out a variety of responsibilities with shifting priorities.
- Meticulous attention to detail, organizational and time management skills; the capacity to manage daily workflows and deadlines with equanimity.
- Actively promote Girl Scouting in the community through presentation, networking and collaborative efforts.
- Supports the annual fundraising needs of the council through regional events, appeals, and solicitation.
- Keeps abreast of trends and issues in the community affecting girls, volunteers, and council services; keeps current on GSUSA's policies, priorities, changes, and requirements related to the Girl Scout Leadership Experience and membership philosophy and priorities.
- Assists in the smooth functioning of the council by performing other duties as assigned.

REQUIRED SPECIALIZED OR TECHNICAL KNOWLEDGE

- Exceptional in organizational, administrative, marketing and financial management with the ability to oversee multiple tasks simultaneously.
- Skilled in Outlook, Word, Excel and documenting customer interactions in Salesforce or similar database program with the ability to run queries and reports.
- Articulate and persuasive in guiding and coaching a team to develop and effectively delivery training curriculum and programs in a variety of means such as online and in person enhancing the volunteer experience, supporting retention initiatives.
- Ability to work a flexible schedule, which includes day travel and regular evenings and some weekends.
- Perform tasks that involve the ability to exert light physical effort with may include some lifting, carrying, pushing, and/or pulling objects and materials of moderate weight (40-50 pounds).
- Must hold personal membership in the Girl Scout organization and subscribe to the tenets of the Girl Scout Promise and Law.
- Must have personal transportation and the ability to drive; possess a valid South Carolina driver's license, maintain personal auto insurance meeting council insurance company's requirement for coverage, and submit to drug test and background search.

BENEFITS

- Rich, comprehensive medical (BCBS plan), dental, and vision benefits that includes Council covering 15% of the employee costs; dependent coverage is also offered
- Fully-funded Employer paid Life/ AD&D insurance plan (also offering supplemental options to include dependent coverage)
- Fully-funded Employer paid Short-term and long-term insurance disability plans to ensure you have that extra coverage if needed
- Robust 401(K) Retirement Savings Plan with employer match to support you saving for the future
- Generous PTO accrual by pay period along with holidays and floating days
- Mileage reimbursement for those travel times
- Employee Assistance Program offering a vast array of support and guidance to include Will preparation, saving for a mortgage, etc.
- Flexible Spending Account that helps you save even more with medical needs

HOW TO APPLY

This Vacancy Notice will remain active until all position openings are filled. For consideration, please forward your cover letter, resume and salary requirements to humanresources@gssc-mm.org.

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