

## Manager, Camping & Outdoor Leadership (Camp Mary Elizabeth “CME” Director)

Girl Scouts 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.

### **Year-Round, On-Site Residency Required**

This position is a camp position that will require the Director to live on site. Compensation includes a base salary, a residence along with a stipend for utilities (overage to be paid for by the employee) as well as excellent benefits program. Camps includes summer as well as periodic programs throughout the year.

### **POSITION SUMMARY**

Responsible for all aspects of year-round camp and outdoor program for the council. Ensures that camp and outdoor program experiences are offered based on the Girl Scout Leadership Experience, customized to address the needs, preferences, and interests of girls, and address the number one council priority of making the volunteer experience easier.

The Camp Director guides the utilization of national curriculum, applying it to camp deliverables and supporting volunteers to enrich and tailor the experienced based on girls’ needs and interests. Oversee all associated program components to include program costs (budgeting and identifying return), quality specifications, staff and volunteer delivery, and risk management. Ensures the provision and coordination of related logistical support both on-site and council wide by establishing collaborative working relationships with internal colleagues and external constituencies and assembles and works with advisory teams to plan opportunities and activities. Create a continuum of experiences that span from single, one-time events to long-term, repeat outdoor leadership opportunities.

Directs the execution of all camp activities and operations related to the Girl Scout Leadership Experience in the out of doors. Identify, direct, and supervise all camp program activities, volunteers, and seasonal staff. Responsible for the development, organization, implementation and oversight of the camp operations, systems, and processes. Insure that the camp and outdoor experience is promoted throughout the Girl Scout community, that relationships with older girls and colleges are enhanced to bridge engagement, and maintain positive parent, public, and community relations.

### **QUALIFICATIONS**

With the responsibility for providing professional, energetic leadership and competent management of program the Director is responsible for the following accountabilities:

- Design, coordinate and implement year-round activities, specifically targeting seasonal, summer, weekend, holiday, and winter camping that bring and engage girls and adults in the outdoor experience.
- Work with the Marketing and Communication Department to manage engagement and communications with parents and volunteers through social media management of the camp Facebook account.
- Manage and supervise the onsite development, implementation and execution of outdoor programs including budget and fiscal oversight, funding initiatives and new partnerships.

- Provide onsite training, role modeling and/or supervision for all activities.
- Serve as a liaison to volunteers, providing a continuum of support, training, and engagement as girls participate in troop, group, or council-wide outdoor opportunities.
- With the number one council priority of making the volunteer experience easier, connect volunteers to resources and increase their personal knowledge, skills and comfort in the out of doors that in turn provides an enhanced girl experience.
- Promote and deliver camp and outdoor opportunities throughout the council, leading Camp Mary Elizabeth and contributing at other Council sites as planned or needed.
- Engage in active recruitment opportunities to attract staff, volunteers, consultants, and community partners as outdoor resources.
- Research and create customized Girl Scout program materials, forms, correspondence, and resources that support the preparation and execution of scheduled camping and outdoor activities.
- Enhance the outdoor brand management through content development regarding year-round activities for the council newsletter, Focal Point, and other publications and marketing tools.
- Support Human Resources staff to recruit, interview, select, hire, and train seasonal employees.
- Ensure significant changes and improvements are made in the support of volunteers including ease, efficiency, clarity, and customer service in the outdoor and camp experience.
- Enhances and expands upon the opportunities for girls to have fun and actively engage in the world around them.
- Updates and innovates staff and volunteer systems and structures to support our customers' changing needs and priorities; leverages staff/volunteer partnerships and aligns the work of the staff and volunteers to support local service delivery plan and ensures a quality experience for all.
- Ensures organizational commitment to providing a high-quality experience that delivers the 5 leadership benefits promised to girls and evaluates results and the satisfaction of all key constituents (girls, volunteers and families).
- Establish and maintain contacts with community organizations and educational institutions to market Girl Scouting and organize collaborative programs, partnerships, and/or financial contributions.
- Keeps abreast of trends and issues in the community affecting girls, volunteers, and council services; keeps current on GSUSA's and ACA's policies, priorities, changes, and requirements.
- Assists in the smooth functioning of the council by performing other duties as assigned.

### **REQUIRED SPECIALIZED OR TECHNICAL KNOWLEDGE**

The Camp Director serves as a liaison providing a continuum of support active living and camp outdoor opportunities by generating a robust, energetic experiences including budget and fiscal oversight, funding initiatives and new partnerships. The ideal candidate will have:

- Bachelor's degree required; emphasis in recreation management, outdoor resource management, nonprofit management or related experience preferred
- Five years of progressive outdoor experience including managing successful and progressive camp programs and activities with demonstrated growth
- Recruitment and supervisory experience including strong leadership skills to motivate, hold accountable, and retain a high performing staff
- Knowledge and experience in managing volunteers and providing a customer service-oriented experience
- Demonstrated commitment and ability to interact with diverse populations
- Demonstrated reasoning and negotiation skills to identify and resolve conflict
- Strong communication skills to speak effectively before large and small groups
- Demonstrated ability to handle sensitive information and maintain confidentiality
- Demonstrated experience in the development and administration of budgets
- Proficiency of Microsoft Office Suite, internet and research applications, and database systems
- 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 ability to drive, possess a valid driver's license, maintain personal auto insurance/meet the council insurance company's requirement for coverage, and submit to drug test and background check

### **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](mailto:humanresources@gssc-mm.org).

E.O.E