

Exploring Executive (Open Until Filled)

Position: Exploring Executive (Open Until Filled)

Open date: 10/23/2023

Position location: Rochester, New York (NY)

Council website: <https://senecawaterways.org/>

Position Overview

Exploring is a hands-on program open to young men and women from the 6th grade through 20 years old, who have an interest in learning more about careers including engineering, skilled trades, health care, law and more. These programs provide a combination of classroom training with hands-on experiences.

The Exploring Executive is responsible for support and growth of Explorer Post programs in the Greater Rochester and Finger Lakes Region by ensuring the delivery of high-quality programs to youth participants and providing support to volunteers who administer the programs.

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 adults 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.

Responsibilities

- Grow and Establish Post Programs
- Aid Explorer Posts in developing growth plans specific to their needs.
- Assist with the marketing and promotion of joining opportunities.

- Work with volunteers to ensure the delivery of the highest quality program possible to participants.
- Establish new Exploring programs in underserved communities.
- Community Engagement
- Educate potential new program sponsors on the impacts of Exploring programs through personal visits and community events.
- Engage in regular communication with school guidance counselors to provide details on program availability and identify potential youth participants for programs.
- Cluster Support
- Develop and execute cluster-based competitions for Posts to participate.
- Oversee recurring Post leader meetings to provide them with support and training.

Education

Bachelor's degree or equivalent, from an accredited institution.

Qualifications

- Committed to personal and professional productivity, while maintaining high ethical and professional working standards.
- 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.
- Must possess a valid New York State driver's license and be insurable to drive.

- Offers for employment are subject to criminal, reference, and motor vehicle background checks.
- Self-motivated individual with solid time management skills and strong organizational skills in management. Be goal and task oriented.
- Basic fiscal management and budget development skills.
- Be able to creatively problem solve and be flexible in dealing with daily management and operations.
- Proven ability to work with minimal supervision.
- Successful experience in sales, customer services.
- Experience in workforce development and/or working with youth in career exploration a plus.
- Excellent interpersonal skills.
- Experience in making community, creating, and managing organizational partnerships.
- Provide a positive professional example to Council staff.
- Comfortable with exposure to all weather environmental conditions, camping, and outdoors.
- Volunteer recruitment skills.
- Ability to communicate effectively with internal and external customers.

- Basic knowledge of computers (Windows, Microsoft Office) and use of email and the internet. Employee will be trained in custom software as needed.

- Be able to fulfill mental demands of reading, detail work, confidentiality, stress, problem solving, language, training, math, reasoning, verbal communication, written communication, customer contact, multiple concurrent tasks, frequent interruptions in a fast-paced environment, continual change.

- Must be able to work a flexible schedule, including evenings and weekends.

Benefits

The BSA is an equal opportunity employer. Other benefits include major medical, prescription coverage, dental, vision, life-insurance, long-term disability, accidental death, a defined benefit retirement plan, plus compensation for authorized and approved business-related expenses include mileage reimbursement. We also offer a generous PTO (paid time off) policy and paid holiday observances.

SALARY RANGE:

Compensation includes an annual salary of \$55,000 to \$58,000 based on qualifications, experiences, and references.

HOW TO APPLY:

Qualified candidates are asked to submit a cover letter, resume, and references to Seneca Waterways Council Office Manager Tiffany Drum @ Tiffany.Drum@scouting.org. Please call 585.241.8554 with any questions.