

YOUTH DEVELOPMENT PROGRAM ORGANIZER (BILINGUAL)

Based in Holyoke

We can't snap our fingers and make everything right with the world but we can help girls take steps to be ready and resilient when things get tough. Program organizers with the Girl Scouts, help girls improve their lives by inviting them to join us – to engage in topics like healthy eating and body image, living life under a social media microscope, social justice, making strong connections with the outdoors, and learning business basics by running their own Girl Scout Cookie business. Some families don't know much about us or don't realize there is a place for them in Girl Scouts. To be accessible in all communities, we're looking for a bilingual (Spanish) candidate familiar with Hispanic culture. The starting pay range is \$34,000 - \$36,000/year, depending on skill level and experience.

What will a typical day look like in this job?

Girl Scout jobs feature a lot of variety! There is an initial training period to learn about the Girl Scout program, the way we organize groups, and our computer applications. After that, there are many different things you might be doing in a day. The purpose of the position is to recruit new girl members to be Girl Scouts, retain girls who are already Girl Scouts, and recruit and support adult volunteers who deliver the program. Membership Specialists identify areas of opportunity for membership growth, develop plans to engage with those communities and create partnerships to offer Girl Scouts to girls.

Creating and maintaining an environment where diversity, equity, inclusion, and belonging are genuine goals and drivers for our work is everyone's job. You would primarily work in southern Hampden County, including Springfield, with a focus on areas where there are a significant number of Spanish-speaking families who are not yet engaged with Girl Scouts.

A successful Membership Specialist is resourceful and enthusiastic! This is a great position for those who are self-starters, have ideas, and want to implement those ideas. One day you might be studying membership information to identify areas where we should be reaching more girls and the next week you could be attending a community coalition meeting in that area. From that meeting, you might find out about and participate in a community event and, in the next couple days, you could be working with interested parents you met at the event to build a leadership team and start placing girls in a Girl Scout group.

Building partnerships with adult volunteers is critical. From recruiting volunteers to training and ongoing support, Membership Specialists are a volunteer leader's link to resources, information, and a cheerful word of encouragement.

What experiences and qualifications are key to success in the position?

If you enjoy meeting people, treat each person with respect and empathy, are passionate about connecting girls with opportunity, and have excellent customer service skills, this could be the job for you!

Specifically, we're looking for:

- Fluent Spanish speaker
- Excellent communicator – able to motivate people in small and large group settings
- Demonstrated ability to set ambitious goals and achieve them
- A genuine commitment to social justice and inclusion
- Self-starter who can work independently and take initiative
- Confident in new situations and meeting new people/networking
- Organized with strong attention to detail
- Strong computer skills and experience with MS Office applications
- A current driver's license and dependable transportation are required

What does Girl Scouts of Central and Western Massachusetts provide for you?

We are a team of 35 staff members working together to build girls of courage, confidence, and character who make the world a better place! There are ten people in the membership staff unit who work hard, support each other, celebrate accomplishments, and have fun!

Flexible work schedules (35-40 hrs/wk) allow us to meet with community groups, girls, their families and volunteers where and when they are available. Supervisors may allow occasional remote work. We reimburse for mileage and some evening and weekend work is required. This position is based in our Holyoke Leadership Center which is a spacious, bright new facility.

Girl Scouts provides an excellent benefits package for employees that includes:

- A friendly, positive, and inclusive work environment
- Paid holidays (including Juneteenth), vacation, a paid winter break, personal and sick time
- Group health insurance plan with employer paying 75% of the premium; FSA or HSA available
- Group dental insurance plan with employer paying 50% of the premium
- Employer paid life and long-term disability insurance
- 401K plan with employer match

How can you apply?

We'd love to see a cover letter telling us why you think you are a good fit for this position. Please also include a resume and email your package to hr@gscwm.org. The Girl Scouts of Central and Western Massachusetts is an Equal Opportunity Employer.