



Great Lakes Field Service Council In-School Program Coordinator

The Boy Scouts of America provides a program for young people that builds desirable qualities of character, trains in the responsibilities of participating citizenship, and develops personal fitness. Scouting serves more than three million young men and women in every part of the country through 296 local council service centers. Program Facilitators have the responsibility for serving as positive role models for at-risk youth by organizing and running the weekly meetings for one or more Scouting groups.

Responsibilities

The In-School Program Coordinator is an entry-level position with responsibilities that are broad and varied. Duties include running school based Scouting programs in Wayne, Oakland and Macomb counties, helping youth's self-esteem through goal achievement and recognition, offering the program to more young people, and interacting with parents and community leaders. The ideal candidate must be a positive role model. Aspects of the position include:

- **Program Delivery.** Responsible for delivering programs and activities that enhance and support unit program. These programs will be age-appropriate and help to build retention in the units through progressive and challenging opportunities.
- **Advancement.** Track attendance and advancement recognition at each session run. Communicate with parents to help them understand the values of Scouting.
- **Membership.** Working to recruit new youth from assigned areas to join Scouting groups by establishing a relationship with local families.
- **Parents/Volunteers.** Work with parents and other community volunteers. Must encourage volunteers to be trained in youth protection policies and involve them in the group's leadership. Must have good communication skills and be able to tell Scouting's story to community.

Qualifications

Must be able to work varied afternoon and evening hours after-school between 12:00 p.m. and 6:00 p.m. Monday – Thursday and/or daytime hours in summer or during school vacation times. Must enjoy working with people. Must be a self-starter with a strong work ethic and ability to multi-task. Dedication – interest in devoting oneself to others and believe in the Scout Oath and Law. Adherence to BSA membership standards. Must be at least 18 years of age with reliable transportation.



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Salary and Benefits

Starting pay for an entry-level Program Coordinator is \$11 per hour. Hours per week vary depending on number of programs supervised (4-5 hours for each program; average assignment is 10-15 hours per week, however many program managers choose to work up to 20-hours per week). Training to enhance your leadership skills will be provided. To learn more about the Boy Scouts of America, visit the BSA website: www.michiganscouting.org

Job Type: Part-time

Salary: \$11.00 /hour

Required education:

- High school or equivalent

Required language:

- English
- Spanish highly desired