

## **STEM Executive**

### **Greater St. Louis Area Council, Boy Scouts of America – St. Louis, MO**

The STEM Executive will partner with staff & volunteers to develop Scouting programs related to Science, Technology, Engineering, & Math for youth in the Greater St. Louis area.

Responsibilities include coordinating STEM-related events and camps, recruiting and managing volunteers, utilizing a variety of promotional/marketing tools, acquiring sponsorships and grant funding to support the programs, and other roles/responsibilities as needed.

The STEM Executive contributes to the achievement of the Council's mission, strategy, and annual objectives. He or she works with staff, volunteer committees, businesses, organizations, and local school districts in recruiting manpower, generating revenue, and supporting STEM activities and events.

#### **PRINCIPLE RESPONSIBILITIES:**

1. Responsible for the administration of the STEM Programs within the Council.
  - Support the Council STEM Committee Chair and Director of STEM Programs with recruiting and engaging STEM committee members and volunteers; train Scout leaders and volunteers in the STEM Nova/Supernova Program and provide volunteers with STEM program resources and guidance.
  - With support from STEM volunteers, develop and maintain STEM programs that retain youth & attract new members; incorporate STEM programming into existing programs, utilizing the STEM Invention Trailer. Work with the STEM Department to adjust/develop new programs & resources as needed; collect necessary data to track success.
  - Promote the STEM Program goals & message by attending appropriate educational workshops; establish personal networks with local educational and business leaders; participate in appropriate professional societies; schedule meetings with potential community partners.
  - Partner with Development Department to raise the STEM Committee share of the Council budget and monitor the budgets over the calendar year. Create new and ongoing partnerships with local corporations who support/sponsor STEM initiatives; apply for grants.
  - Use promotional tools and methods to expand awareness of the STEM programs within the Scouting community and the community at large. With the STEM team, maintain the STEM page on Council website, STEM e-newsletter, and social media pages.
2. Actively assist and engage with other council activities as requested.

### POSITION QUALIFICATIONS:

- 1) Subscribe to the Scout Oath and Law and declaration of religious principle.
- 2) Bachelor's Degree from an accredited institution of learning (transcript with the date degree conferred is required for employment).
- 3) Ability to effectively communicate with diverse populations, including youth.
- 4) Ability to administer programs while delegating authority and inspiring volunteers.
- 5) Experience coordinating events or youth programs is a plus.
- 6) Participation in and the completion of the Professional Training Program of the BSA upon job acceptance.

### PHYSICAL ACTIVITY AND MENTAL DEMANDS:

- 1) Physical activity will include, but not be limited to, stooping, balancing, standing, walking, lifting, hearing, and medium level physical work.
- 2) Mental demands include, but are not limited to, reading, detail work, confidentiality, problem solving, stress, math, reasoning, clear verbal and written communication, customer contact, multiple concurrent tasks, and constant interruptions.
- 3) Ability to operate a motor vehicle day and night.

### WORKING CONDITIONS:

On occasion, outdoor experiences, including overnight camping, will be required.

### ACCOUNTABILITY:

Accountable for the program in the assigned area including supporting new youth and unit membership, activities, and training support, revenue growth, plus other responsibilities as assigned.

### Compensation:

All councils are equal opportunity employers. In addition to offering a competitive salary; Professional Scouting offers benefits to 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 to include phone and mileage reimbursement. We also offer generous vacation policy and ten holiday observances.

### How to apply:

Qualified candidates must submit a cover letter and resume to [hr@stlbsa.org](mailto:hr@stlbsa.org). Only the most qualified candidates will be contacted.

Job Type: Full-time

### Required license or certification:

Driver's License

### Required education:

Bachelor's