



Association of Girl Scout Executive Staff

“Committed to Professional Excellence”

EMPLOYMENT

Chief Executive Officer
USA Girl Scouts Overseas—North Atlantic
(Three-year assignment based at Pisa, Italy)

Application deadline: June 15, 2010

Position available: September 15, 2010

Background

USA Girl Scouts Overseas—North Atlantic, established by Girl Scouts of the USA (GSUSA) in collaboration with the U.S. military in Europe, provides support to 7 Countries in Europe, USA Girl Scouts Overseas Committees, with 3800 girl members and 2300 adult members in .Germany, Belgium, Italy, Portugal, Turkey, Spain, the Netherlands, and the UK. The staff of USAGSO—North Atlantic is comprised of two membership and marketing directors, one director of membership services, one program/adult development director as well as five support staff.

Summary of position

The Chief Executive Officer (CEO) administers the work of USA Girl Scouts Overseas—North Atlantic in extending and strengthening the Girl Scout program to girls and adults affiliated with the U.S. military in Europe. The CEO directs the organizational planning process and carries out the plan of work designed to meet short and long-term goals. As the official representative of Girl Scouts of the USA in Europe, the individual works within the framework of the GSUSA constitution and bylaws, organizational goals, military support structure, and the procedures and budgetary limitations of USAGSO—North Atlantic. The CEO confers with military commanders to gain support, supervises employed and volunteer staff, and is the liaison with respective international Girl Guide organizations of host countries. In addition, the Chief Executive Officer prepares and is accountable for the annual budget along with fund development activities including annual giving campaigns. The CEO is also accountable to the USAGSO-North Atlantic Board for results related to the operating objectives and provides staff reports at each meeting of the board. The Chief Executive Officer is responsible for maintaining all official minutes and documents of the board.

Qualifications

- Solid background in Girl Scouting with at least five years' experience at the executive management level; CEO experience preferred
- Demonstrated experience in hiring and supervising staff, conducting performance reviews, and coaching and developing staff
- Experience in organizational and financial management, community relations, fund development, and membership extension required
- Experience working with volunteer policy groups and operational volunteers
- Strong written/verbal communication skills; excellent interpersonal skills
- Solid hands-on computer skills, including in Microsoft Office Suite and CES
- Familiarity working in a military setting highly desirable
- Knowledge of the political and cultural aspects of living and/or working in another country
- Travel approximately 30 to 40 percent of the time; valid driver's license required
- Bachelor's degree in management or related field, or equivalent relevant experience

Hiring range: To be determined, plus housing allowance

To expedite the process, apply online at www.girlscouts.org/careers with your cover letter and resume in one document, then contact Janice Jacobs, staffing consultant, at 212-852-8022.

EOE/Committed to Diversity