



## Freeport • Lake Zurich • Oswego • Rockford • South Elgin Member Support Specialist (South Elgin, Rockford, Oswego)

**What do our employees say about us?** *“I love working for GSNI! I have seen the many ways that Girl Scouts helps to empower young women to be leaders of tomorrow and provides opportunities that they might not otherwise have. As council staff, I know that in some way I can play a small part in making a difference in the lives of many volunteers, girl members, and Girl Scout families. I feel that working for GSNI is truly a rewarding experience.”*

Consider joining our team, if you're looking for a job with great benefits, such as:

- ✓ Flexible Schedules & Remote Working Options
- ✓ Medical Insurance
- ✓ Paid Vacation (15 days/year)
- ✓ Paid Holidays (12/year)
- ✓ Dental Insurance
- ✓ Retirement Savings
- ✓ Paid Sick Time (12 days/year)
- ✓ Paid Parental Leave (12 weeks)

Plus, you'll be using your talents to invest in the next generation of strong community leaders through the Girl Scout Movement—all while getting paid!

**We're looking for a Member Support Specialist to join our team!** This position will be onboarding and providing support to adult troop leaders and volunteers within an assigned area of the council.

**Hours:** Full Time (37.5 hours per week) with flexibility

**Salary:** \$35,568/year to start, exempt

### **We're looking for dedicated individuals who:**

- ✓ Believe in the Girl Scout Mission of building girls of courage, confidence, and character who make the world a better place.
- ✓ Are excited to be actively involved in giving girls the knowledge, skills, attitudes, and values to become leaders in their own lives and their communities.

### **Interested? Responsibilities would include:**

- ✓ Implements membership/marketing strategies which focus on retaining members within designated zip codes
- ✓ Works collaboratively with Recruitment Specialists to recruit and build strong functioning volunteer teams
- ✓ Provides on-going volunteer management, support, and resources, to include selection, release, supervision, and direction of adult volunteers
- ✓ Communicates with and provides new troop leaders with on-boarding, training, and support

### **Are these skills you could share with our team?**

- ✓ Excellent customer service: make sure members are supported, and issues are resolved in a timely, efficient manner
- ✓ Ability to work a minimum of 37.5 hours per week; some weekends and evenings required
- ✓ Must have a reliable vehicle for travel to other areas within the GSNI territory
- ✓ Excellent time management and ability to prioritize the workday based on the needs of volunteers
- ✓ Minimum of 1-2 years related work experience. 3 years or more of experience preferred
- ✓ High School Diploma or equivalent required, bachelor's degree preferred

**Ready to join our crew?** Send a cover letter and resume to [jobs@girlscoutsni.org](mailto:jobs@girlscoutsni.org). Please include the title of the position and location in the subject line. For more information, visit our website at [www.girlscoutsni.org/careers](http://www.girlscoutsni.org/careers).

**Who are we?** We are the Girl Scouts. Girl Scout membership is open to all members who accept the Girl Scout Promise and Law. Girl Scouts of Northern Illinois commits to doing all we can, using our collective power, to help create the change in our communities that is long overdue. We will do our part to dismantle systemic racism. We recognize that this is far from easy or fast work, but we are Girl Scouts—we believe in sisterhood, justice, and fairness—so we are in it for the long haul.

**We will value you!** In recruiting for our team, we welcome the unique contributions that you bring in terms of education, opinions, culture, ethnicity, race, sex, gender identity and expression, nation of origin, age, languages spoken, veteran's status, color, religion, disability, sexual orientation, and beliefs. We are proud to be an equal opportunity employer.