



Girl Scouts of Historic Georgia (GSHG)

Position Title: Girl Experience Manager

Department: Membership & Girl Experience

Reports To: Senior Director of Council Partnerships & Programs

FLSA Status: Exempt, Full-Time

Position Summary

The Girl Experience Manager is responsible for delivering a high-quality Girl Scout experience that drives membership growth, retention, volunteer engagement, and program participation throughout an assigned region. This position combines program delivery, volunteer support, membership growth, community partnership development, and event management.

The Girl Experience Manager works collaboratively with Membership Managers and regional staff to achieve annual girl and adult membership goals while strengthening volunteer-led delivery systems and expanding opportunities for girls across the region. This position incorporates responsibilities related to program development, event coordination, volunteer management, community partnerships, outdoor programming, and digital engagement.

Job Responsibilities include:

Girl Experience & Program Delivery

- Assist Senior Director of Council Partnerships & Program with the development and delivery of engaging girl experiences that support the Girl Scout Leadership Experience.
- Promote participation and manage regional events, camps, travel opportunities, Highest Awards, and older girl programming.

- Ensure programming is inclusive, accessible, and reflects diversity, equity, inclusion, and access principles.
- Evaluate programs and utilize feedback to improve future offerings.
- Develop, coordinate, and facilitate Super Troops and virtual program opportunities as alternative program delivery models, expanding access to the Girl Scout experience and supporting membership growth in underserved or non-traditional settings.

Community Partnerships

- Identify and cultivate strategic partnerships that increase access to Girl Scout programming and secure opportunities for girls to engage in leadership, STEM, outdoor, entrepreneurship, and life-skills experiences with community organizations, businesses, and nonprofit partners.
- Collaborate with partners to support membership growth initiatives.
- Represent Girl Scouts of Historic Georgia at community meetings and events.

Membership and Service Unit Support

- Serve as the primary staff liaison and strategic partner for assigned Service Units.
- Identify underserved communities and develop strategies to increase access and participation.
- Maintain responsibility for achieving assigned annual membership goals.
- Monitor membership trends and implement corrective action plans when goals are at risk.
- Utilize Salesforce, Looker, and council reporting tools to track progress toward goals.
- Recruit, train, manage, and support regional event volunteers.
- Assist with budgeting and event evaluation processes.

Qualifications and education

- Models' behavior consistent with the Girl Scout Mission, Promise and Law.
- Bachelor's Degree or a minimum of 3 years of experience in sales, communications, marketing, community relations, customer service, or related fields.
- Demonstrated experience working with and supporting youth through professional, educational, or volunteer roles.
- Experienced in planning, organizing, and implementing events.
- Possess strong organizational, project management, written, and verbal communication skills.
- Ability to travel throughout assigned territory.
- Ability to manage multiple priorities simultaneously.
- Ability to work independently and collaboratively.
- Initiative-taking with proven people skills.
- Working knowledge of Salesforce and Windows Office products preferred.
- Ability to work flexible, evening and weekend schedules as needed.
- Valid driver's license, use of a personal vehicle and proof of current insurance.
- Membership in the Girl Scout Movement.

Work Schedule

- **Albany Dream Lab**
 - Flexibility to work a variable schedule to include evenings, weekends, and some holidays. Occasionally, there are extended hours during peak seasons.
- **All other locations**
 - Flexibility to work evening and weekend schedules as needed

Physical Requirements

- Prolonged periods sitting and working on a computer for up to 2 hours at a time.

- Ability to lift and move materials weighing up to 30 pounds.
- Occasional exposure to seasonal outdoor weather conditions.

Employee Role in Fund Development and Membership

You are required to have an active role in the council's fund development and membership efforts, as set forth by the CEO.

In addition, as an employee, you are a representative of GSHG, and people form their impressions of the council, in part, based on their interaction with you. Every personal contact is with a current or potential donor to, or member of, the council and, thus, these impressions can influence their actions.

Employees also can play a more active role in fund development and membership by being alert to opportunities to identify potential new donors and volunteers.

Employee Printed Name

Employee Signature

Date