

Learning for Life Executive

Sam Houston Area Council Boy Scouts of America

Houston, TX 77008

Part-time Seasonal Employment

Job Summary

Serve as the point of contact for the Learning for Life department which will promote programs which include in school Character Education and Special needs. Responsible for the achievement of collective program objectives. Work with local school principals and counselors to strengthen and extend the program offered with educational partnerships in local school districts—HISD, Spring Branch ISD, Alief, Katy ISD, Fort Bend ISD and others.

Essential Functions

1. Give leadership to the Learning for Life Division as the Learning for Life Executive, establish plans of action, specific to each of the two programs, which will result in membership growth and continued improvement in services/assistance plus program enhancements to meet the customer needs.
2. With the Learning for Life Director, review school relationship which currently use the Character Education and Special Needs programs. Establish a recruiting and training program to provide quality group service and on-time program renewal of all groups.
3. Train all lead teachers, guidance personnel, principals, and other volunteers for the successful delivery and support at all levels of the LFL's Character Education programs.
4. Maintain an effective and active role with the schools with in the HISD community that utilize the Character Education and Special Needs programs in order to fulfill the Sam Houston Area Council's and Learning for Life obligation to the community.
5. Ensure the completion of the Annual Memorandum of Understanding by each participating organization; and annual conduct an evaluation of the Learning for Life program with each participating school's officials.
6. Assume any other responsibilities as assigned by the Director of Learning for Life and the Director of Field Service.

Desired Skills

- Must be comfortable with public speaking and interacting with diverse audiences. Excellent people skills, enthusiastic, punctual, responsible and creative.
- Collaborate with adult volunteers and oversee achievement of training for their respective role.
- Committed to personal and professional productivity, while maintaining high ethical and professional working standards.

Requirements:

- Must be willing to accept and meet the Boy Scouts of America's leadership and membership standards and subscribe to the Scout Oath and Law.
- Bachelor's degree from an accredited college or university (transcript with the date degree conferred stated is required for employment).
- Offers for employment are subject to criminal, reference and motor vehicle background checks.
- **Retired teacher/educator with knowledge of interworking's of local ISD helpful.**

Compensation:

- Part-time employment
- 20 hours per-week
- \$15.00 per hour
- Automobile mileage allowance @ .535 per-mile
- Phone reimbursement \$30 per month
- Seasonal employment (September 1—May 15)

How to apply:

Qualified candidates must submit cover letter and resume to Michelle Philips at michelle.garcia@scouting.org or by phone at 713-865-3372, only the most qualified candidates will be contacted.