



JOB DESCRIPTION

STEM Strategist

Department: Operations
Reports To: Chief Operating Officer
Salary Grade: 7 - Exempt

Job Summary

The STEM Strategist is primarily responsible for developing and reinforcing the STEM architecture for our council. The Girl Scout curriculum offers girls experiences in a multitude of STEM subjects with which to engage, and each plays a critical role in the overarching STEM world. The STEM Strategist will develop council activities based upon participation or opportunity gaps within Girl Scout STEM programming to ensure girls gain skills that correlate to specific, in-demand STEM fields. The strategist will work with community leaders to pinpoint STEM needs within the local workforce to create more impactful programming that develops pipelines of opportunities for girl members. Modeled after best practices of youth programming worldwide, the STEM Strategist will then create multi-year plans for program execution and growth to ensure STEM programming is increasing a girl's STEM interest, confidence, competence and value. Moreover, strategic vision and planning will allow the strategist to mobilize volunteers and develop and explore resources to expand volunteer confidence and impact.

Essential Duties and Responsibilities:

- Creates an initial assessment of council STEM offerings, and identifies strengths, weaknesses, opportunities and challenges moving forward.
- Develops a strategic STEM plan that includes core components focused on the national STEM program, includes sustainability and aligns with both the council's overall strategic plan and the needs of girls in the local community.
- Uses reporting and analysis to assess and improve both new and on-going STEM programs, partnerships and strategies.
- Ensures the implementation, measurement and evaluation of STEM outcomes.
- Identifies outcome goals, indicators of success and measurement strategies that are used ongoing to improve programs, assess partnerships and inform decision making.
- Takes an active role in a collaborative network of community organizations.
- Identifies areas within STEM where our troop leaders and volunteers need additional support.
- Creates sustainable partnerships to support council programs with STEM expert volunteers or serve as a connector with the program team to develop STEM programs.
- Creates sustainable partnerships to support council volunteer development through training with STEM expert volunteers in a multitude of regions within the council's jurisdiction.
- Conducts volunteer trainings when appropriate with the Training Coordinator.
- Participates in fundraising, as requested, by sharing the council's STEM strategy, capabilities, outcomes and girl stories.
- Performs additional duties as assigned.

Minimum Qualifications

Education and Experience:

- Bachelor's degree in related field, or equivalent combination of education and experience.
- Minimum of 1-3 years of working experience in STEM education.
- Experience working collaboratively with a multitude of teams on measurement and evaluation, using data to improve and expand programming.
- Strategic management experience with a youth program focus.
- Must have a valid driver's license within the state of employment.

Required Skills and Abilities:

- Exceptional project management skills.
- Proficient computer skills.
- Proficient in customer service.
- Excellent written and oral communication skills.

Physical and Schedule Requirements:

- Must be able to lift and carry up to 25 pounds.
- Prolonged periods sitting at a desk and working on a computer.
- Willingness to work a flexible schedule, including some evenings and weekends, occasional overnights as necessary, and ability to travel as job requires.
- Physically able to move through and between offices, program centers, campgrounds, and other off site locations as needed.