

**POSITION DESCRIPTION**

**Position Title:** District Director (Grade 4)  
**Position location:** Bethesda, MD  
**Position Closing Date:** open until position filled.  
**Council Website Link:** <https://www.NCACScouting.org/>  
**Job Visibility:** Internal and External (Scouting.org, Indeed, etc.)

**Position Overview:**

Since 1910, Scouting has helped mold the future leaders of this country by combining educational activities and lifelong values with fun. Scouting America believe and understand that helping youth puts us on a path towards a more conscientious, responsible, and productive society.

Today's professional Scouters are a diverse group of men and women sharing a dynamic career offering independence, achievement, and stability. This is work that makes a difference, work that calls one to continual learning and challenge, work that offers solid compensation, benefits, and advancement.

**Principal Responsibilities:**

- Maintains a professional working climate that attracts, keeps, and motivates top-quality volunteers and staff.
- Assures District(s) have a long-range strategy that achieves its mission and makes consistent progress.
- Assures the flow of funds from the districts helps the council to achieve its mission.
- Provide leadership to the effective organization and implementation of effective youth recruitment strategies.
- Evaluates the performance of direct report(s) and maintains records of their own work performance.

**Specific Responsibilities:**

- Serve as the manager for the districts they are responsible for.
- Provide leadership and guidance to staff and volunteers to achieve key metrics on time.
- Give leadership to result in membership growth through implementation of the Council's membership plan.
- Give leadership to result in effective unit service and customer service of stakeholders-including parents, scouts, leaders, donors, and the community.
- Recruits, develops, and maintains effective executive volunteer committees.
- Service as staff advisor to critical Council committees and ad-hoc task forces as needed.

**Education:** *Bachelors, etc.* with 5 to 7 years of management experience.

**Qualifications:**

- A sense of ownership of the Council's path and success; proven ability to communicate it, inspire donors, volunteers and staff with it, and commitment to grow it.
- Strong interpersonal, written communication and verbal presentation skills.
- Proven FOS success and skills in community organization. Individuals should understand the process to identify potential upper-level prospects and have skill set to engage other volunteers to approach potential prospects.
- Ability to supervise staff utilizing effective back-dating and work scheduling.
- Effective in managing membership and new unit organization to achieve growth on a consistent basis with attention to retention of units and youth.
- Ability to manage functioning districts at a high level of operation and effectively utilize the annual nominating committee process.
- Ability to communicate effectively with top corporate and community leaders.
- Well organized, detail oriented and staff leadership skills.
- Thrives in a fast-paced environment with passionate and committed people.
- Excellent analytic skills with a proven commitment to accuracy and timeliness.
- Must be able to handle confidential and sensitive information appropriately.
- Must possess a focus on continuous improvement and growth, both within the organization and within self.
- Flexible schedule frequently required for evening/weekend events.
- Fiscal management/budget development.
- Team player, positive attitude, and willingness to learn.
- Hold a bachelor's degree, or equivalent, from an accredited institution.
- Valid driver's license and ability to be insured.

**Licenses and Certifications:** *If applicable*

**Benefits / Compensation:**

All councils are equal opportunity employers. In addition to offering a competitive salary of (\$62,000), Professional Scouting offers benefits to include major medical, prescription coverage, dental, vision, life-insurance, short and long-term disability, accidental death, retirement plan, plus compensation for authorized and approved business-related expenses to include phone and mileage reimbursement. We also offer generous PTO policy and Scouting America holiday observances.

**How to apply:**

Qualified candidates must submit cover letter and resume with salary history to [michelle.windsor@scouting.org](mailto:michelle.windsor@scouting.org). Only the most qualified candidates will be contacted.

**Use Google Chrome or Firefox when applying. Please keep your manager and SE informed of your resume submission and interest in this position.**

**Refer to this link for Scouting America career information:** <https://www.scouting.org/careers/working-with-us>  
[https://hrgateway.intranet.mybsa.org/wp-content/uploads/sites/5/BSAinfo/talent\\_mgmt/pdf/Profession-with-a-Purpose-Flyer-2021.pdf](https://hrgateway.intranet.mybsa.org/wp-content/uploads/sites/5/BSAinfo/talent_mgmt/pdf/Profession-with-a-Purpose-Flyer-2021.pdf)