



Girl Scouts of Ohio's Heartland

1700 WaterMark Drive

Columbus, OH 43215-1097

Phone: (614) 487-8101

Toll-free in Ohio: (800) 621-7042

JOB DESCRIPTION

POSITION TITLE: Part-Time Program Facilitator, Make Zone and Outreach Programs

REPORTS TO: Senior Manager, Community Engagement and Outreach

POSITION SUMMARY: Facilitates and delivers programs in schools and community settings. Facilitates such programming in underserved communities, allowing all girls the opportunity to participate in Girl Scouts.

Facilitates and delivers programs at the Make Zone program space at the Zanesville Service Center.

Hours vary (10-25 hours per week) and include evenings and weekends.

SKILLS: Human relations; ability to effectively handle multiple tasks; sensitivity and responsiveness to working with youth and adults of diverse cultures, lifestyles and special needs; ability to independently work a flexible schedule (self-direction); communication, planning and organization; and presentation skills.

ACCOUNTABILITIES: Understand and utilize program materials to provide a balanced program, including working with robotics, computer coding, and digital making equipment.

Present materials to youth in a manner that ensures their understanding of content, and development of positive pro-social goals and ability to make ethical decisions.

Work within the school building or community setting to deliver prepared programming [including STEM, relational aggression (bullying) prevention and leadership courses].

Contribute to a positive Girl Scout relationship with collaborating agencies and schools to implement program as directed.

Understand and operate within Girl Scouts, following established policies, standards, and procedures to provide an informal value-centered educational experience.

Promote and support Council strategic learning priorities, the Girl Scout Leadership Experience and Journeys pathways.

Actively support the Council's commitment to diversity.

Other duties as assigned.

POSITION REQUIREMENTS:

College courses in education or equivalent experience. Minimum 2 years experience in successful facilitation and implementation of youth-oriented programming is essential. Experience in STEM (Science, Technology, Engineering, and Math) related education is preferred. Personal vehicle with valid driver's license and current insurance or reliable transportation. Knowledge of audiovisual equipment, personal computer workstation, printers, telephone, fax machine, and copiers. Knowledge of or successful training in Lego Robotics, Raspberry Pi, and basic woodworking hand tools. Background check required. Manage a flexible work schedule that includes evenings and weekends.

JOB CLASSIFICATION: Non-Exempt Hourly

The Girl Scouts of Ohio's Heartland Council, Inc. is an equal opportunity/affirmative action employer. The Council will employ qualified individuals to fill job vacancies on the basis of their experience, ability and aptitude.