

POSITION DESCRIPTION

TITLE: CAREER EXPLORATION COORDINATOR
REPORTS TO: Boy Scouts of America (BSA) Executive Director
PROGRAM PARTNERS: EPIC (Greater St. Cloud Dev. Corp.) Greater River Regional Library-GRRL/UW-PFFS
LOCATION: Greater St. Cloud Area
START DATE: Oct. 1, 2021

JOB SUMMARY:

Responsible for the coordination of the delivery of the BSA's Career Exploration workforce readiness program for youth 14-20 years old in greater St. Cloud metro area, with emphasis placed upon partnerships identified to maximize the EPIC experience and the creation of 'exploring kits' for post-EPIC experiences! Exploring Potential Interests & Career (aka, EPIC) is a hands-on event on Feb. 25, 2022 that is sponsored by over 90 businesses in the St. Cloud area. The goal of this experience is to bridge the gap between education and industry for youth while contributing to the fulfillment of the economic and workforce needs for the region. Success will be defined by strong and productive relationships with schools and businesses that allow for the development and promotion of post-EPIC Career Posts that provide up to 4-6 hands-on follow up experiences at businesses throughout our community. It will also include the production of post EPIC "makerspace" kits that mimic and enhance the experiences at the event. These kits will align with the clusters and will be available for check out at various Library locations throughout the community.

This is currently a grant funded position through 2022, with strong possibility of future employment based upon results.

ESSENTIAL FUNCTIONS:

Administrative -

- Ensure adherence to Central Minnesota Council's and BSA's Learning for Life/Exploring policies, standards, and procedures in all activities
- Attend and participate in all EPIC monthly/quarterly meetings to promote "EPIC follow-up CONNECTIONS"
- Serve as the Council's marketing, sales and customer service representative to school officials, students and families, business leaders and government officials, and other stakeholders
- First year – target goal secure minimum ten (10) commitments from the business or community organizations to sponsor Posts, assist them in identifying required minimum of four (4) adult Post advisors and to develop appropriate curriculum
- Promote these new partnerships to identified partner High School guidance counselors to ensure that youth in 9th, 10th, 11th and 12th grade also have a chance to participate in a Career Education Post.

Program –

- In partnership with EPIC, enhance and explore current website options with abilities to allow EPIC participants to individually self-select for a follow up meeting at their business/organization of interest. (*Enticing to Business partners because they will have opportunity to showcase their business as a future place of employment*)
 - *Youth that participate in a follow up minimum 3-month program have opportunity to win a \$2,500 post-secondary scholarship*
- Develop a robust volunteer committee as described in organizational charts. Organizing and working with those active at the highest levels of leadership in a variety of circles is critical
- Work with cluster Leads and volunteers to identify and develop games, materials, vision, etc. for each cluster box. Coordinate the collection of the materials, storage plans, check out procedures and marketing of this opportunities with the schools and within the community.

REQUIREMENTS:

- Bachelor's degree required. A body of relevant work experience may substitute for degree.

Send resumes and questions to Melissa.stricherz@scouting.org, application process closes 9.30.2021.