

## **Part-Time Recruitment Specialist**

### **Girl Scouts of Southwest Indiana (GSSI)**

**Location:** Evansville, IN (Travel throughout Southwest Indiana)

**Pay:** \$14.00/hour

**Schedule:** Part-time, non-exempt, flexible with varying hours, a maximum of 20 hours per week, evenings and weekends required.

### **Make a Difference in Your Community**

**Do you love connecting with people and making a difference in your community?** Girl Scouts of Southwest Indiana is looking for an energetic, outgoing Part-Time Recruitment Specialist to help grow Girl Scouting across our 11-county service area.

**The ideal candidate** enjoys building relationships with families and community partners, is comfortable speaking with new people, and is passionate about helping girls discover everything Girl Scouting has to offer. If you're excited to inspire girls and recruit the next generation of Girl Scouts and volunteers, we'd love to meet you!

### **What You'll Do**

- Represent Girl Scouts at schools, community events, libraries, open houses, and family engagement events.
- Recruit girls and adult volunteers by sharing the benefits of Girl Scouting.
- Help organize and staff recruitment events and assist with new troop formation.
- Build relationships with schools and community partners.
- Prepare event materials and promotional displays.
- Submit event notes, attendance, interest forms, and follow-up needs in a timely manner.
- Work collaboratively with the Membership team to support council-wide recruitment efforts.

### **What We're Looking For**

- High school diploma or equivalent required.
- Experience in customer service, education, sales, youth programs, nonprofit work, or community outreach preferred.

- Friendly, professional, and comfortable speaking with families and community members.
- Ability to work independently and follow through on assigned tasks with strong organizational and communication skills.
- Basic computer skills, including Microsoft Office.
- Reliable transportation, valid driver's license, and willingness to travel throughout the GSSI service area.
- Ability to work a flexible schedule, including evenings and weekends.
- Commitment to the mission and values of Girl Scouts.

### **Physical Requirements**

- Lift and carry up to 30 pounds.
- Stand for extended periods during events.
- Set up and tear down recruitment displays and materials.
- Work both indoors and outdoors.

### **Why Join Girl Scouts?**

At Girl Scouts of Southwest Indiana, you'll help girls build courage, confidence, and character while making a lasting impact in your community. We offer a flexible part-time schedule with varying hours depending on seasonal recruitment needs, mileage reimbursement for approved travel, and the opportunity to be part of an organization that changes lives every day.

### **Apply Today!**

Submit your resume to **Megan Lane** at [mlane@girlscouts-gssi.org](mailto:mlane@girlscouts-gssi.org) with the subject line:

### **Application – Part-Time Recruitment Specialist**

Applications will be reviewed on a rolling basis until the position is filled.

Girl Scouts of Southwest Indiana is an Equal Opportunity Employer. Employment is contingent upon successful completion of a background check.