

Join the Girl Scouts of Southern Nevada team as our Youth Event Planning Manager! This role leads the creation, delivery, and evaluation of fun, impactful, and age-appropriate experiences for girls while championing the four Girl Scout Program Pillars—STEAM, the Outdoors, Life Skills, and Entrepreneurship. You'll collaborate with volunteers and team members to enhance the overall membership experience and serve as part of the leadership team for sleep-away and day camp programs.

Key Responsibilities:

- Design and implement year-round, high-quality, and cost-effective curricula and events for girls of diverse backgrounds.
- Support volunteers by providing tools, resources, and adult enrichment training to help troop leaders deliver the Girl Scout Leadership Experience (GSLE).
- Provide onsite leadership and ensure all day and sleep-away camps meet health and safety standards for GSSNV, GSUSA, and ACA.
- Build partnerships by cultivating community relationships to enrich regional programming.
- Manage budgeting, data collection, grant reporting, and outcome evaluations.

Qualifications:

- Bachelor's degree or equivalent experience in youth programming, social services, or a related field.
- Minimum of 4 years of experience successfully managing youth programs and large-scale youth events, such as summer camps, sleep-away camps, or recreational day camps.
- Proficiency in Microsoft Office, Smartsheet, and SharePoint.
- Exceptional written and verbal communication skills; bilingual in Spanish is a plus.

Additional Requirements

- Valid driver's license with reliable personal transportation.
- Current CPR/First Aid certifications.
- Ability to work a flexible schedule, including evenings and weekends.
- Ability to lift and carry up to 40 pounds during event setup and teardown.

Scan the QR code
below to submit your
resume for consideration.

