

**Council iTech Exploring Chair**

**Position Description**

Candidate Profile

* Influential figure in the community
* Knowledge of the Exploring program
* Council executive board member or candidate for nomination to the executive board
* Experienced in business relationship building
* Experienced in fund development
* Knowledge of the community’s educational and workforce development priorities

Position Description

1. Report to council Exploring chair or other executive board volunteer designated by the council president
2. Build and maintain relationships with community leaders and organizations such as CEOs, Chamber of Commerce, colleges/universities, and service clubs
3. In partnership with the council president, recruit and train five to seven influential volunteers to serve on the council’s iTech Exploring steering committee
4. Chair the council’s iTech Exploring steering committee, including related sub committees, which will meet regularly to oversee the council’s iTech Exploring program goals and progress
5. Identify businesses and other partners to act as participating organizations which will host new iTech Exploring programs
6. Working with council executive board, build relationships with potential new donors to secure funding for the iTech Exploring program
7. Ensure program quality in iTech Exploring posts by maintaining contact with post advisors and regular on-site visits to post meetings and activities
8. Receives staff support from council iTech Exploring director or Scout executive’s designee
9. Initial term of service is two years, renewable annually at the discretion of the council president



**Council iTech Exploring Committee Member**

Position Description

1. Report to council iTech Exploring chair
2. Serve on one of four subcommittees of the council iTech Exploring Committee:
	1. Marketing
		1. Develop market-specific promotional materials
		2. Assist staff advisor with conducting career interest surveys in schools
		3. Advocate for the development of new iTech Exploring units
		4. Recruit business and local program partners
	2. Service
		1. Conduct regular visits with assigned iTech Exploring posts and/or clubs
		2. Provide support/resources to assigned iTech Exploring posts and/or clubs
		3. Facilitate communication between iTech Exploring posts and/or clubs
		4. Assist with annual renewal process for iTech Exploring posts and/or clubs
		5. Assist with membership recruitment events for iTech Exploring post and/or clubs
	3. Program
		1. Facilitate training for adult leaders in iTech Exploring program
		2. Assist with development and implementation of council Innovation Design Challenge
		3. Connect iTech Exploring units with community resources
	4. Fund Development/Public Relations
		1. Identify potential supporters for the iTech Exploring program
		2. Review and approve iTech Exploring units’ budgets and fund requests
		3. Actively promote iTech Exploring with local media outlets
		4. Ensure that iTech Exploring is integrated into council promotional efforts
3. Initial term of service is two years, renewable annually at the discretion of the council president and council iTech Exploring chair