



# The Bharat Scouts and Guides

## National Headquarters



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### State Membership Growth Coordinator

#### Job Description

<b>Position Title</b>	<b>Membership Growth State Coordinator</b>
<b>Position Concept</b>	The Membership Growth State Coordinator is a voluntary position, responsible for the coordination between the National Headquarters and the State Headquarters on membership growth related matters. Furthermore, He/She should ensure that the set targets are achieved within the given timeframes.
<b>Principal Responsibilities</b>	<ol style="list-style-type: none"><li>1. Analyze the organization's current situation in the area of membership.</li><li>2. Formulate growth strategy towards planned membership growth.</li><li>3. Coordinate the implementation of the organization's growth strategy within the State Headquarters and with National Headquarters.</li><li>4. Conduct regular monitoring and evaluation of the progress on the implementation of growth strategy.</li><li>5. Prepare periodic reports on membership growth and submit to relevant authorities.</li><li>6. Coordinate, communicate with National Headquarters on matters related to Membership growth.</li><li>7. Attend necessary trainings, development activities that would be helpful in efficient undertakings of the role.</li><li>8. Represent the state in relevant activities, if invited.</li></ol>
<b>Term of appointment</b>	Three Years, Renewable
<b>Reports To</b>	National Coordinator through State Secretary
<b>Personal Profile</b>	<ol style="list-style-type: none"><li>1. Preferably a graduate</li><li>2. Able to communicate in English, orally and written form</li><li>3. Have basic knowledge in Computer skills</li><li>4. Ability of data analysis of reports</li><li>5. Ability to develop and implement project proposals and preparation of reports</li><li>6. An active member of State Association</li><li>7. Possess good relationship and communication skills</li><li>8. Experience in Scouting/Guiding is preferable</li><li>9. It will be good if full time professional may be appointed</li></ol>