



Help Desk - Moose International

E-Mail: Helpdesk@Mooseintl.org

Bulk E-mail October 13, 2008

JOB OPENING

Regional Manager

North Carolina / South Carolina

GENERAL SUMMARY: Reporting to the Assistant Director of Membership-Director of Field Operations, the Regional Manager serves as a liaison between Moose International and the Association, Districts, lodges, chapters, Moose Legions and members.

ESSENTIAL JOB FUNCTIONS:

- * Manages the activities of any Assistant Regional Manager and/or volunteers acting on behalf of Moose International within the territory
- * Promotes membership growth and retention, and increasing the assets of the lodges, chapters and Moose Legions in assigned territory
- * Provides leadership and direction to encourage and assist lodges, chapters and Moose Legions in implementing programs, consistent with the laws and policies of the fraternity
- * Identifies and develops current and future leaders for our fraternity
- * Along with the Director and Assistant Director of Membership, establishes annual goals and objectives for the territory and creates plans to achieve each
- * Performs other duties as assigned

REQUIREMENTS:

- * Previous supervisory experience, especially supervising remote personnel, is preferred
- * Experience recruiting, training and motivating volunteers
- * Knowledge of Moose laws, policies and procedures of the fraternity
- * Willing to relocate to territory hired for
- * Requires frequent overnight travel
- * Basic computer skills with knowledge of Windows XP, word processing and spreadsheet software; MS Office Suite preferred; QuickBooks Pro helpful
- * Valid driver's license with good driving record

If interested fax resume to (630) 859-6639, email to moosehr@mooseintl.org or mail to Human Resources, Moose International, 155 S. International Dr., Mooseheart, IL 60539-1285.

Helpdesk@mooseintl.org

630-906-3658