

**Jeffrey Ben Duer**  
Assistant Scout Executive  
Pacific Skyline Council, Foster City, CA

Resume of Qualifications, November 2021  
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## **CAREER OBJECTIVE**

Provide enthusiastic, passionate leadership serving as the Scout Executive while working in sync with the Council Executive Board, helping to enhance the council's image as the most efficient and respected non-profit in the community.

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## **BACKGROUND**

Leadership and management experience in one mid-size and two major metro councils has resulted in the capability to manage resources in fast-paced, production-oriented environments to meet the needs of diverse communities, with an excellent record of staff leadership. Have consistently exceeded district and service area expectations, with an excellent record of fundraising, membership growth, commissioner service, volunteer recruitment, and staff leadership accomplished through an ability to manage and motivate top quality volunteers. 12 years of seasoned resident camp experience.

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## **SELECTED PROFESSIONAL ACHIEVEMENTS**

**Staff Development:** Through coaching, team building, and leadership, managed staff to exceed desired results in all areas of assignments.

- Able to create engaging and collaborative environments that encourage employees to do their best through teamwork.
- Skilled at interviewing and onboarding both professional and part-time employees.
- Managed University of Scouting training for all commissioned professionals in Denver.
- Handled logistics and program implementation for multiple growth and professional conferences.

**Fundraising:** Skilled fundraiser with consistent goal achievement record including Friends of Scouting, product sales, and major gifts events.

- Part of a leadership team that consistently balanced the council budget from 2018 to present.
- Coordinated with a team of three staff in the Orange County Council's specialist model to raise 2.8 million dollars through three campaigns in 2017 – FOS, popcorn, and adventure cards.
- Developed a Unit Finance Guidebook in 2017. This book contains information on FOS, Product Sales Campaigns, and "Hard-to-Find" resources for a unit treasurer.

**Membership:** Working with strong membership volunteers, have achieved membership growth in every assignment with enthusiasm and diligence.

- Served as the staff adviser to the Family Scouting Committee upon its' inception. Pacific Skyline Council has experienced growth every year in Family Scouting.
- Achieved council traditional growth in 2018 and 1.1% total growth in 2019. Led the effort to recruit nearly 4 times as many new Scouts in a partial Covid lockdown, with fewer staff.
- Achieved 76% council retention serving as ASE in 2018 and again in 2019.
- Achieved membership growth in my service area every non-pandemic year since 2006.

**Volunteer Relationships:** Achieved success by engaging high caliber business and community leaders in council and district responsibilities. Outstanding experience in volunteer recruiting, motivation, and leadership have resulted in an excellent Journey to Excellence record, including Council Gold in 2019.

- Earned Quality District or Journey to Excellence in every district served since 2007. This also reaches to every district directly supervised.

**Career Highlights:** Have been honored to achieve goals to better the council and the communities I served with multiple awards and promotions in all councils served.

- Earned "Top Team" Designation by the Orange County Council for my team's work in 2015.

- Recognized in 2015 as the Orange County Council's rising star at Top Hands.
- Awarded the Denver Area Council Lamp Lighter Award in 2008. This award is voted on by previous award recipients and is given to the staff member who best exemplifies the qualities of a leader.
- Awarded the Denver Area Council Goldpanner Award in 2007. This award is selected by the Scout Executive and his cabinet for top performing executive of the year.

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## **EMPLOYMENT HISTORY**

### **2018-Present                      PACIFIC SKYLINE COUNCIL                      FOSTER CITY, CA** *ASSISTANT SCOUT EXECUTIVE*

Manage, coach, and mentor four executives serving the vast majority of the San Francisco Peninsula. The council is currently comprised of 4,000 Scouts and 150 units. Drive production from a team of seasoned professionals that oversaw the rebuilding of the council post-Covid. Worked with volunteer committee to successfully implement a program fee. Worked as part of a leadership team that managed a \$2.47 Million dollar budget. Served as staff adviser to the following committees: membership, FOS, Commissioner Corp, Family Scouting, and program fee. Helped mold the staff into a smooth-running machine. Handled interim responsibilities for the Development Director and gained some facility management training.

### **2014-2018                      ORANGE COUNTY COUNCIL                      SANTA ANA, CA** *FIELD DIRECTOR AND FUND DEVELOPMENT FIELD DIRECTOR*

Managed, coached, and mentored three executives serving the largest service area of the Orange County Council, serving over 7,000 Scouts and 250 units. Assisted with the implementation of the council's specialist model. Developed and led staff training conferences on fundraising. Responsible for completion of \$1.2 Million in FOS goals, \$1.3 Million in popcorn goals, and \$400,000 in adventure card goals. Staff Adviser to the Council Advancement Committee, which was guided to design and implement a Merit Badge Day Program that enhanced the quality of Unit Merit Badge Days. Developed Unit Finance Guidebook, a resource for all units to assist with their fundraising programs.

### **2011 – 2014                      DENVER AREA COUNCIL                      DENVER, CO** *FIELD DIRECTOR*

Managed, coached, and mentored seven executives serving 8,000 youth and 2,500 adults in the Denver Metro Area. Developed and led staff training conferences on fundraising, membership, and new unit development. 3% service area membership growth in 2011 to 7,859 Scouts served. Continued growth to 8,022 in 2012. Council growth in 2013, when I defacto led the field team. Service area achievement of fundraising goals in 2011 and 2012. Secondary Staff Adviser to popcorn sale and council commissioner staff. Certified as a Human Capital Coach, Coach Training Alliance, Co-Creative Leadership Course.

### **2005 – 2011                      DENVER AREA COUNCIL                      DENVER, CO** *DISTRICT DIRECTOR, SENIOR DISTRICT EXECUTIVE, DISTRICT EXECUTIVE*

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## **EDUCATION**

**Academic:** Masters and Bachelor of Arts in Communication. Bachelor of Arts in Journalism. University of Northern Colorado.

**BSA:** SLE 1 and 2. People Management 1, 2, and 3. First Time Staff Leaders Orientation. PDL 1, 2, and 3. Total Quality Management. National Camp School Management and Wood Badge trained.

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**ACTIVITIES AND INTERESTS** Eagle Scout, OA Brotherhood, Past University Hills Rotary Board Member (Sargent-at-Arms), ATV Safety Instructor, Hold a Ducktorate Degree from Disney University as an Intern. Enjoy walking, swimming, E-Biking, and playing pickleball and racquetball.