

MOOSEHEART MARKETING REPRESENTATIVE

Mooseheart Child City and School has stood as a refuge and home for children in need for nearly 100 years. During that time Mooseheart has given over 12,000 children the gift of a caring home, a solid education and an opportunity to reach their full potential. In order to ensure that this gift continues to be made available to children from all over North America, the Mooseheart Admissions Department needs the help of an enthusiastic group of men and women, from within our fraternal order, to serve in the role of Mooseheart Marketing Representative.

The Mooseheart Marketing Representative will replace the past position of Mooseheart/Moosehaven Admissions Representative. As a Mooseheart Marketing Representative your primary objective is *not* to obtain admissions applications for children in need of Mooseheart, but to create a network of contacts within each of your respective areas that will be aware of, and educated about Mooseheart. Any of these contacts could lead to the referral of a child in need, a potential application for a Family Teacher or a generous donation.

Responsibilities of the Mooseheart Marketing Representative will be as follows:

1. Be knowledgeable of Mooseheart, what it offers its students and the admissions process. Be prepared and able to make a short 'pitch' and answer basic questions about the facility.
2. Keep abreast of current happenings and changes at Mooseheart. This can be accomplished by regular visits to www.mooseheart.org, reading the Quarterly Report provided by the Mooseheart Admissions Department, and touching base with the Director of Mooseheart Admissions to verify or ask any questions.
3. Commitment of making one new contact per week (\approx 2-3 hours per week) by proactively identifying and contacting local schools, service professionals, media outlets, social groups, businesses, etc. to make them aware of the availability for children in need of a stable home at Mooseheart and career opportunities as Family Teachers.
4. Provide these contacts with current material and literature ensuring that they will be adequately prepared to share with families who may indeed benefit from Mooseheart or those interested in employment.
5. Educate members within your local lodges and State Association about Mooseheart, its admissions process, and how they can help.
6. If necessary, work together with the Mooseheart Admissions Department and local lodges to assist families with the completion of applications for admission to Mooseheart.
7. Semiannually submit an Activity Report to Mr. Jim Fleming, Executive Assistant to the Director General.

Application for position of Mooseheart Marketing Representative

Name: _____ MID# _____

Address: _____ State: _____ Zip: _____

Email address: _____ Phone: _____

Cell: _____

Please list your accomplishments and service as a member of the Loyal Order of Moose:

Why do you continue to be active within the Moose?

Why does the position of Mooseheart Marketing Representative interest you?

Have you ever served as a Mooseheart/Moosehaven Representative? If so, where and how long?

What fresh ideas would you bring to the position?

I have read and agree to accept the responsibilities of Mooseheart Marketing Representative and fulfill them to the best of my ability. I am willing to invest the time and effort to be familiar with Mooseheart and its admissions process in order to accurately and enthusiastically share information about Mooseheart with those in my respective area.

If I no longer feel capable or willing to do so, I will contact my Regional Manager and request that a suitable replacement be named.

Signed _____ date _____

*Please submit all completed applications to: Mooseheart Child City and School, Inc. Attn: Executive Director, Scott Hart, 240 James J Davis Drive, Mooseheart, IL 60539 or via fax to (630) 859-6630.

Please direct any questions regarding this application to Director of Mooseheart Admissions, Kyle Rife at (630) 906-3631