

# Official Communication for April 5, 2023

## Moose International Offices Closed For Spring Holiday this Friday, April 7, 2023

The offices of Moose International will be closed on Friday, April 7, 2023 in observance of our Spring Holiday. Our offices will reopen on Monday, April 10, 2023.

## Chastain Races in the Dirt

Moose Fraternity NASCAR driver Ross Chastain travels to Bristol, Tennessee this weekend to take on the dirt track oval in the Food City Dirt Race. Ross, currently second place in the season-long drivers' standings, comes off a third-place finish at Richmond, VA. He hopes to win for the first time in 2023 at the Bristol Motor Speedway on Sunday, having not finished running the past two years due to wrecks and engine troubles. This race has been moved to the evening, at 7:00pm ET, to improve the track performance on the unique dirt surface. The race can be seen on FOX.

## Activities & Heart of the Community

Our weather is getting warmer, which brings new opportunities for the lodge. Have you started your plans for Activities or Heart of the Community projects for the summer? Have you thought about a special meal and inviting other groups of the community to the lodge, such as VFW, American Legion, DAV, Rotary Club, or even maybe the city council? This meal could be as easy and simple as a picnic. No need to overdo – just have a fun-filled day. Then, while they are there, recognize the special veterans from the community. How about hosting an Ice Cream Social for the local high schools' sports teams, the band, the drama club or even the debate club? Recognize the leaders of the teams, or the entire team to the members of the lodge. Present them with a check donation or gifts for their programs. Explain our scholarship programs that are available, such as the Heart of the Community Scholarship, Youth Awareness program or even your lodges or state Scholarship programs. Then, be sure to report this on your Heart of the Community Report. Be proud to share the ways we support our community. Explain our mission of helping others and also about what we do for Mooseheart & Moosehaven because of the love we have for the fraternity. Be the heartbeat that is the Heart of the Community. We are Moose, we are proud and we can Make it Happen!

The 2023 Moose International Pool Tournament is coming soon to Wilson NC Lodge 989. Registration is now open and you can complete the form on line or by mail, via [www.mooseintl.org](http://www.mooseintl.org). Be sure to click on the sports tab/pool. Don't delay, register today or you might just miss out on the fun.

## Job Postings:

**POSITION: Traveling Lodge Administrator**

**GENERAL SUMMARY: Reports to the Asst. Direct of Lodge Development**

The purpose of this position is to provide temporary onsite assistance in the event of an unfortunate or unexpected vacancy in the office of the lodge Administrator. The length of time committed to providing this assistance will be determined by an analysis of the needs of the fraternal unit (customarily performed at the direction of the Assistant Director of Membership-Lodge Development with assistance from the Territory and Regional Managers and Financial Review Specialists as appropriate) and this assignment should not routinely exceed 10-20 days at each site. The Traveling Administrator will work closely with the lodge Treasurer and other Board members to ensure a smooth transition while they search for a replacement. This individual is empowered with the authority of a Regional Manager for the purpose of assisting the Compliance Office with enforcing the General Laws. The Traveling Administrator will not become a part of the lodge corporation and will only perform as an instructor and consultant with the everyday tasks of a lodge Administrator. **EXPERIENCE IN LODGE OPERATIONS/ADMINISTRATION IS REQUIRED.**

**POSITION: Lodge Enhancement Manager**

**GENERAL SUMMARY: Reports to the Asst. Direct of Lodge Development**

The purpose of this position is to support lodges in the capacity of a “consultant” while providing temporary onsite assistance to Social Quarters Managers and lodge officers by proposing enhancements to current operations and offering suggestion to change as may be necessary. The length of time committed to providing this assistance will be determined by an analysis of the needs of the fraternal unit (customarily performed at the direction of the Assistant Director of Membership-Lodge Development with assistance from the Territory and Regional Managers and Financial Review Specialists as appropriate) and this assignment should not routinely exceed 10-20 days at each site but may be extended as needed at the direction of the ADM/LD. **EXPERIENCE IN LODGE OPERATIONS/ADMINISTRATION A PLUS.**

**MINIMUM REQUIREMENTS FOR BOTH POSITIONS**

- A Bachelor’s degree in Business Management, Marketing or any closely related field is preferred
- Any combination of education, training or experience that provides the required knowledge, skills and abilities
- Experience with nonprofit organizations.
- Moose membership is required due to the nature and level of supervisory duties and responsibilities.

**COMPENSATION** Competitive salary with benefit package and traveling expenses

**SUBMIT INTEREST TO:** Larry Meade, [lmeade@mooseintl.org](mailto:lmeade@mooseintl.org)

Full job descriptions can be obtained through:

Barbara Irving, Director of MI HR [birving@mooseintl.org](mailto:birving@mooseintl.org)

**POSITIONS: Financial Review Specialist (FRS)**

The Membership Department has positions available for a Financial Review Specialist (FRS). Assignments will vary but can include any location in U.S. and Canada. Applicant should have (or be able to obtain) a valid U.S. Passport for purposes of traveling to/from Canada.

Deadline to submit: Until withdrawn

Interested parties should submit their Professional and Moose resumes', and submit a letter of interest, making certain to answer the following questions:

- Why are you interested in the Financial Review Specialist position?
- What do you believe you will be able to contribute to The Moose if hired?

Submissions should be addressed to Larry Meade, Assistant Director – Lodge Development, Membership Department at Moose International; email to: [lmeade@mooseintl.org](mailto:lmeade@mooseintl.org)

Ideal applicants: Have a college degree in business or accounting, or related professional experience including management. Must be able to work without direct supervision and be goal orientated; able to provide own transportation (miles driven are subject to reimbursement), and be able to stay-away from home on overnight trips. Good communication skills, including the use of email, telephone, and written word – which will include preparing reports with sentence and paragraph structure. Use of Word, Excel, Power Point, and working knowledge of QuickBooks are desirable.