



DECA prepares emerging leaders and entrepreneurs for careers in marketing, finance, hospitality and management in high schools and colleges around the globe.

Delaware DECA is looking for highly motivated individuals who are willing to redefine how we can fulfill the mission of the national organization while under the leadership of Delaware Department of Education.

Please contact **Andrea Keen** andrea.keen@doe.k12.de.us for interest

Associate Director of State Officers

- Work collaboratively with the Delaware DECA State Advisor and Assistant Advisor to serve as the State Officer Leadership Team Advisor.
 - Facilitate the process to allow the state officer/leadership team to create a mission, vision and goals of the state officer/leadership team for each school year.
 - Assure that each year this aligns with the state and national mission, vision and goals of DECA
 - Coach state officers in creating an annual Plan of Work document to map out goals and activities for monthly officer meetings.
 - Support state officer/leadership team to facilitate scheduling of monthly for the purpose of:
 - Assisting local chapter advisors in developing local chapter leaders
 - Providing input for annual DECA local and state competition
 - The planning of DECA annual awards ceremonies
 - Planning community service events
 - Participating in Delaware State Officer Leadership Training and Fall Leadership Conference
 - other DECA specific leadership activities
 - Lead the state officer/leadership team to develop local chapters and local chapter leadership.
 - State officer/leadership team will develop media content surrounding Delaware DECA that can be shared on several social media platforms as well as Delaware DECA website content
 - State Officer Advisor may be required to travel for the purpose of representing Delaware DECA Leadership Team

Support DE DECA State Advisor, Assistant Advisor of Community Engagement and Program Coordination, and Assistant Advisor of Officer Coordination Duties may include travel, supervision, and overnight student supervision Other duties as needed

Should you be interested, send a resume and cover letter to Andrea Keen as a pdf file by close of business on **June 30, 2024** to andrea.keen@doe.k12.de.us. Feel free to share this posting with anyone whom you know that may be interested in applying. Should you have any questions, feel free to contact Andrea Keen via email.