



Overview of Team Positions

Adult Awards Committee – Promotes, makes recommendations for, obtains and processes applications for adult awards.

Council Delegates - Serve as liaison between service unit and the Council Board of Directors regarding information or concerns over proposed plans and policy matters. Attend two (2) Delegate Assembly meetings per year and the Annual Meeting of the Council.

Family Support - Implement the Family Support Plan to coincide with the troop parents meeting in the fall. Distribute and collect the material, and assure that leaders have an understanding of the plan.

Level Consultants - Support leaders through person-to-person contact and group meetings (level corners) by helping with program activities, analyzing troop problems, informing them of training opportunities, events and programs. Help leaders understand the basic concepts of Girl Scouting and awareness of resources available to them. Acquire and maintain Adult Girl Scout records, such as training and awards.

Organizer - Plan and participate in SU recruitment activities including distribution of recruitment flyers. Recruit new leaders, place girls in new and existing troops and maintain waiting list for unserved girls. Provide leader with troop number, checking account info, troop notebook, training dates and registration forms, SU team roster and dates of leader meetings. Support new leaders by explaining the membership registration process and sponsorship procedures, helping them to secure a meeting place, assist with first parents meeting. Coordinate the disbanding of troops including securing troop checkbooks and equipment.

Outdoor Consultant - Liaison between Council Camp Services and the service unit promoting outdoor training opportunities, outdoor events, and summer camp. Plans and coordinates outdoor activities for the SU such as camporees or outdoor skills workshops. Maintains a list of outdoor and first aid certification for the service unit. Encourages and promotes outdoor skills certification and training within the troops.

Product Sales Managers - Manages all aspects of the cookie and/or nut/QSP sale for the Service Unit ensuring that Troop Cookie/Nut Managers are trained, troop orders are computed, cookies/nuts are delivered, money is collected and deposited, and Council is paid by established deadlines. Assist troop leader with arrangements for Booth Sales.

Publicity Manager - Assist in promoting Girl Scouting within the service unit community and with GSRHC. Submit information to local media and Community Relations Director at GSRHC regarding SU and troop activities, interesting programs, trips and service projects.

Registrar – Manages all aspects of the annual GSUSA membership registrations in the spring and fall for the service unit. Ensures leaders are trained to accurately complete registration; accepts and corrects all registrations before bringing to Council Registrar; ensures registration dues are collected and deposited by established deadlines. Communicates with Council Registrar regarding unregistered troops. Meets Council on-time registration deadlines.

Service Projects Manager - Co-ordinates service projects on a Service Unit wide level, reports special service projects, and provides information to troop leaders concerning meaningful local service project opportunities. Instructs all Su leaders at all levels on Inchworm of Service forms and follows up to obtain number of service hours from troops where inchworm requirements are not met.

Service Unit Manager - Provide leadership to the service unit enabling the service team to manage their responsibilities. Recruit, appoint and support service team members, and ensure that they are trained and have the tools needed to perform effectively. With the help of the service team, determine the needs of the service unit. Prepare, and periodically evaluate, a yearly service unit Plan of Work. Maintains a list of checking account numbers of the troops. Plan and preside over service unit and service team meetings. Ensure that all troops file a Financial Report annually.

SU Training Coordinator - Provide leaders with information regarding trainings appropriate to their needs. Help with orientation of new volunteers. Promote upcoming trainings and coordinate local trainings when requested. Maintain data on trainings for the SU and act as liaison between SU and council regarding training.

SU Web Manager – Coordinates and maintains online information for service unit leaders and volunteers by submitting content and updates to Council Webmaster.