

Training: Juliette/Engagement Coordinator Training

Objectives: By the end of this course the participants will be able to:

- Be familiar with the Council Communication process to non-troop Pathway Participants.
- Identify, track girls within a Service Unit who are participating in no-troop Pathways.
- Have an understanding of the pathway program for girls and adults.
- Identify and plan for good communication and follow through to girls.
- Assist in local recruitment events for girls and adults. (i.e. schools and community events).
- Understand the importance of participating in regular service unit meetings and contributing to the service unit plan of work. (POW)
- Be familiar with GSNI *Volunteer Essentials*.
- Understand & maintain the importance of GSNI confidentiality standards.
- Contact & encourage girls who did not reregister.

List Equipment Materials: Handouts for Juliette/Engagement Coordinators

Juliette/Engagement Coordinator Position Description
Service Unit Roster
Description of Pathways by grade & Pathway Handout
List of girls in non-troop pathway names per service unit
Juliette brochure
Welcome Folder (Welcome letter, Juliette Insignia, Product sale process, Family Partnership)
Juliette process
List of Juliette/Engagement Coordinators by Service Unit
Survey for girls & guidelines for use in connecting them to non-troop pathways
Sample of Northern Lights and Level flyer

Room Set-up: Tables & Chairs

As Participants Arrive: Welcome and provide handouts

Time	Activity/Topic	ELC	Method/ Process/ Content	Facilitator	Materials
	<ul style="list-style-type: none"> • WELCOME & OPENING • Housekeeping details • Introduction of facilitator • Review course objectives 		<ul style="list-style-type: none"> • Discuss format, parking lot, etc. • Introduce facilitators. • Highlight organizer training course objectives. 		<ul style="list-style-type: none"> • Post-Its • Newsprint with course objectives
	<ul style="list-style-type: none"> • Juliette/Engagement Coordinator Position Description • Service Team Member & Plan of Work (POW) 		<ul style="list-style-type: none"> • Review Position Description Juliette • Review Coordinator part of Plan of Work (POW) 		<ul style="list-style-type: none"> • Juliette/Engagement Coordinator Position Description
	<ul style="list-style-type: none"> • Juliette/Engagement communication and timeline • Girl Scout Juliette Pathways 		<ul style="list-style-type: none"> • Ask, what is the importance of retention, and discuss. • About the Juliette program • Identify, track girls within a Service Unit who are participating as Juliette's. • Ask how to keep the girls and adults who are already involved w/ GS coming back (Juliette Coordinator spreadsheet). Discuss. • Identify and plan for good communication and follow through to girls. • Develop communication and follow through with goals based on the needs of your service unit (Market Share & Plan of Work). • Market GSNI Programs & Community Events • Promote ongoing participation by non-traditional short term programs. (Pathways) • Discuss Product Sale opportunities & process • Discuss Northern Lights & Level Flyer 		<ul style="list-style-type: none"> • J/E Coordinator Timeline • Service Unit Roster • List of Juliette names per SU/Pathway choice • Juliette Brochure • Website information sheet • Juliette process • Pathway flyer • List of SU J/E Coordinators by SU • Survey for girls & guidelines in connecting to no-troop Pathways • Welcome Folder • Northern Lights & Level Flyer
	<i>Volunteer Essentials</i>		Review and gain an understanding of <i>Volunteer Essentials</i>		
	Answer Questions		Answer any lingering questions and/or questions from Post-It's in the parking lot.		Frequently Asked Questions Post it notes