

Service Team Volunteer Position: Service Unit Troop Coordinator



Term: 1 year

Summary: Troop Coordinator is responsible for the recruitment, retention and support of girls and adult volunteers for a specific geographic area. The individual who fills this volunteer position will gain a sense of accomplishment, develop job-related skills, and connect with the community.

Appointed by and reports to: Service Unit Manager

Support: The Service Unit Troop Coordinator will get full support, guidance, and encouragement from the council staff, Service Unit manager and the Service Team.

Responsibilities/Tasks:

- Determine needs for their assigned area
- Collect and analyze data regarding existing troops/groups: size, waiting lists, girl potential
- Develop and carry out recruitment activities in their assigned geographic area
- Attend all learning opportunities required for the position
- Be an accessible resource for new leaders
- Promote council learning opportunities
- Maintain a file of prospective volunteers
- Recruit adult volunteers and appoint to position after the background check and references are cleared
- Recruit girls
- Distribute, collect, and follow up on girl interest fliers
- Recommend, suggest, or help find meeting places for troops/groups
- Attend Service Unit and Service Team meetings
- Promote Girl Scouting in the community

Core Competencies—Required:

- Girl focus: Empower girls to lead activities, learn by doing, and cooperate with others on current issues that involve their interests and needs, while having fun
- Personal integrity: Demonstrate dependability, honesty, and credibility
- Adaptability: Adjust, modify own behavior, and remain flexible and tolerant in response to changing situations and environments
- Oral communication: Express ideas and facts clearly and accurately
- Fostering diversity: Understand and embrace differences
- Flexibility: work in different environments (indoor/outdoor) and terrains
- Be a registered member of Girl Scouts of the USA (GSUSA) and have a council-approved volunteer application (includes background check and references) on file
- Be at least 18 years old
- Accept the principles and beliefs of Girl Scouting, and support local and national Girl Scout policies, practices, and procedures

Volunteer Agreement:

Signature of Troop Coordinator _____ Date _____

Signature of Service Unit Manager _____ Date _____