



Girl Scouts Central Maryland
4806 Seton Drive
Baltimore, MD 21215-3247
T 410 358.9711, 800 492.2521
F 410 358.9918
www.gscm.org

VOLUNTEER POSITION:

SERVICE UNIT MANAGER

APPOINTED AND SUPERVISED BY:

Membership Staff

OBJECTIVE OF POSITION:

To manage Girl Scouting in the Service Unit

RESPONSIBILITIES:

- Recruit, appoint, supervise, and recognize members of the service team.
- Serve as troop coordinator when that position is vacant.
- Help the service team to develop and carry out an Affirmative Action Program. Assure the social and ethnic composition of the team is representative of the population of the community. Guide the team to develop and carry out plans to assure that all girls know they are welcome in Girl Scouting and have opportunities to participate in the Girl Scout program.
- Organize and coordinate the work of the service team by planning and participating in team meetings.
- Provide consultation.
- Plan, with the service team, effective community meetings, which are a channel for training, communication, enrichment, fellowship, and sharing.
- Work to make Girl Scouting more effective in meeting girl, volunteer, and community needs by assuring that troops are available for all girls, by interpreting and supporting fund raising efforts, and by telling the Girl Scout story in the community.
- Be informed about the council's governance system. Support it within the community by working cooperatively with the community delegate representative.
- Support council goals and objectives.

QUALIFICATIONS:

Membership in Girl Scouts of the U.S.A.
At least 18 years old
Commitment to Girl Scouting and its goals
Organizational skills
Enjoy working with adults

TERM OF APPOINTMENT: One Year - Volunteer services may be discontinued at any time.

TRAINING:

Service Team Managers should complete service team training within the first year of appointment. They are encouraged to complete other management courses or seminars, which will help them be effective. They should be familiar with the Girl Scout program at each age level.