



Girl Scouts®



Troop Family Partnership Chair Volunteer Staff Position Description

Girl Scouting is a comprehensive, non-formal educational program for girls ages 5 through 17. Girl Scouting builds girls of courage, confidence, and character, who make the world a better place. Adults of all ages and backgrounds make Girl Scouting possible and gain personal satisfaction and growth by helping girls succeed.

PURPOSE OF POSITION:

To manage the Family Partnership Campaign within a troop. To educate parents/guardians about the Girl Scout program, Girl Scouts of Western Ohio, and the importance of contributing to the campaign.

QUALIFICATIONS:

- Be a registered member of Girl Scouts of the U.S.A. and at least 18 years of age.
- Be willing to follow and complete the volunteer staff appointment procedures as set by the Girl Scouts of Western Ohio.
- Be willing to complete a background check.
- Be willing to take initial and ongoing training related to the position.
- Understand and be able to apply the Girl Scout Program design.
- Be willing to carry out the position and exhibit behavior consistent with the framework of policies, procedures, and standards of the council and Girl Scouts of the U.S.A. (Refer to *Blue Book of Basic Documents*, *Safety-Wise*, and *Volunteer Resource Guide*.)
- Be willing to work in ways that will encourage participation in Girl Scouting by all girls and adults regardless of race, creed, color, religion, ethnicity, physical ability, national origin, or socioeconomic status.
- Be detail-oriented and organized with willingness and ability to meet deadlines.
- Be dependable, honest, and trustworthy.
- Be comfortable speaking persuasively to groups.

TERM OF APPOINTMENT:

One (1) year with annual reappointment based on demonstrated ability to fulfill the responsibilities of the position. Time commitment is ongoing with emphasis during January through June.

ACCOUNTABILITIES:

Incumbent is accountable for, but not limited to:

- **Support the Girl Scouts of Western Ohio Family Partnership Campaign** with your donation.
- **Be sure** every parent/guardian in the troop is offered an opportunity to make a contribution to the Family Partnership Campaign.
- **Attend the required training.**
- **Review** all materials pertinent to the current campaign.
- **Obtain** troop roster and prepare campaign materials for distribution to the parents/guardians of each girl.
- **Attend** any meetings, awards ceremonies, or events as needed to inform parents/guardians about the Family Partnership Campaign.
- **Maintain ongoing communication** with the troop leaders, service unit family partnership chair, service unit team and parents/guardians as needed.
- **Provide** monthly progress reports (written and verbal) to service unit family partnership chair.
- **Collect** all reports and donations and return them to the service unit family partnership chair on or before the deadline campaign.
- **Thank** all families in your troop for their generosity.

SUPPORTED BY: Service Unit Family Partnership Chair, Service Team, and paid staff.