



Service Unit 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 provide training and support to Troop Family partnership chairs. To work cooperatively with Troop Family Partnership chairs, parents and paid staff to meet Family Partnership goals.

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 and be willing and able to meet deadlines.
- Be dependable, honest, and trustworthy.
- Be comfortable speaking persuasively to groups.

TERM OF APPOINTMENT:

One (1) year, including option for reappointment after annual performance evaluation. 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.
- **Develop and implement** a family partnership plan and guide and support troop family partnership chairs in planning, implementing, and evaluating activities for the campaign.
- **Attend the required training.**
- **Review** all materials pertinent to the current campaign.
- **Obtain** roster of troop leaders in the service unit.
- **Contact** each troop to recruit or identify troop family partnership chair.
- **Prepare for and conduct** scheduled training sessions for all troop family partnership chairs. Distribute campaign materials.
- **Educate** troop leaders about Family Partnership and how it benefits the girls and attend parent meetings as needed to inform and motivate parents about the Family Partnership campaign.
- **Attend** service unit meetings to inform troop leaders of campaign progress.
- **Maintain** ongoing communication with troop family partnership chairs.
- **Collect and prepare** all reports and donations and return them to the development specialist on or before the campaign deadline.
- **Thank** the troop family partnership chairs and other volunteers and donors for their efforts.
- **Thank** all donors for their generosity.

APPOINTED AND MANAGED BY: Development Manager/Specialist

SUPPORTED BY: Development Manager/Specialist, Service Unit Manager, Service Team, and Field Team.