

Volunteer Position Description Membership Recruiter

Term: October 1 to September 30, re-appointed yearly

Term Limit: One year

**Appointed by/
Accountable to:** Service Unit Manager/ Mission Delivery Specialist - Membership

Function: Along with the Service Unit Manager plan and implement recruitments in a specific area with the goal of placing every girl who wishes to be a Girl Scout member in a troop/group or as an individual Girl Scout. Develop and carry out recruitment of adults for various positions for all pathways.

Accountabilities:

- May work with one or more Service Area Team members to develop and implement recruiting plan for the service unit and council
- Identifies sources for recruiting adult leadership. Takes affirmative action to recruit minority adults and non-traditional leaders.
- Helps to conduct parent meetings of new troops to recruit volunteers/leaders
- Assist with On Boarding process for new leaders
- Submits names of recommended leaders and co-leaders to the Service Unit Manager for appointment
- Contacts existing troop/group leaders to place individual girls
- Refers other potential volunteers to the appropriate person(s)

Qualifications:

- Is a registered member of GSUSA
- Belief in the purpose and philosophy of Girl Scouting
- Has good organizational, problem solving, and human relationship skills
- The ability to motivate and delegate as well as handle multiple tasks
- Performs tasks willingly and accepts responsibilities of the job
- Attends annual position update training

Standards of Performance

- Performs willingly and effectively
- Complies with GSUSA and GSGLA policies and procedures
- Participates in a yearly evaluation with the SUM/Membership Staff

As a supportive partner with the Service Unit Team, I agree to fulfill my duties as a Membership Recruiter for the upcoming year.

Name _____

Signature _____ Date _____