

Volunteer Position: Service Unit Learning & Support Coordinator

Summary

The Service Unit Learning & Support Coordinator (SULSC) provides communication and guidance to adult volunteers regarding continual training and learning opportunities (both required and elective) to support their ability to deliver a safe, balanced and quality Girl Scout Leadership Experience to girls. The SULSC is also the key source of knowledge and support regarding all girl and adult volunteer awards programs and promotes them within the service unit.

Average Time Commitment: 4-6 hours per month

Term of Appointment: One year

Appointment and Accountability

- Appointed for the assigned service unit from June 1 through May 31
- Accountable to the Service Unit Membership & Support Manager and assigned Membership Manager
- Responsible for the direction and support of the following informal volunteer role: new leader mentors
- Position is renewable upon review and application

Responsibilities

- Communicate the need for volunteer training within the service unit to your Membership Manager
- Provide guidance to troops on any training requirements related to girl awards, the approval processes, and communication with Council staff
- Provide start-up support and encouragement to new leaders, ongoing support to all volunteers, and be available to answer questions
- Acquaint volunteers with available activities, program materials and community resources to help them enhance and evaluate their troop activities
- Encourage troop leaders to utilize the VTK for program planning and troop management, and provide guidance as needed
- Monitor and ensure troop level compliance with GSUSA and GSHS health, safety, and finance standards
- Work in collaboration with SU Program & Events Coordinator to plan and host traditional Girl Scout ceremonies (investiture, bridging, court of awards, etc.); ensure troop leaders know the importance of ceremonies in Girl Scouts and guide them as needed
- Create an atmosphere of appreciation within the service unit using both informal methods and more formal GSUSA and GSHS Adult Volunteer Awards & Recognitions

Expectations of All Service Team Volunteers

- Complete all required SU position-based training
- Serve as a mentor for girls by modeling positive attributes such as reliability, respect for others, inclusiveness, and a positive attitude. Be a positive representative of the Girl Scout Promise and Law
- Remain informed about and comply with policies, procedures, and guidelines of Girl Scouts Heart of the South and GSUSA with a positive and enthusiastic attitude
- Value diversity and inclusion and help others understand and embrace it
- Support, promote, and maintain a commitment to and knowledge of the Girl Scout Leadership Experience and National Program Portfolio (petals, badges, Journeys, and other leadership awards)
- Ensure any requested/required forms and reports are submitted to council by due dates.
- Ensure positive visibility and awareness of Girl Scouting in the community
- Create an atmosphere of appreciation within the service unit using both informal methods and more formal GSUSA and GSHS Adult Volunteer Awards & Recognitions
- Adhere to the policies of the Girl Scouts and promote Girl Scouting in a positive manner to the public as well as to all internal and external customers

Qualifications

- Must be at least 18 years old
- Must be in good standing with the Girl Scouts Heart of the South
- Be a registered adult member of Girl Scouts of the United States of America (GSUSA) and have a current Criminal Background Check on file
- Accept and adhere to the purpose and principles of the Girl Scout movement and the goals of GSUSA and the Girl Scouts Heart of the South