



Girl Scouts of South Carolina – Mountains to Midlands, Inc.

Service Unit Media Manager
for
Service Unit

(Service Unit Name or Number)

Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

General Description: To increase awareness about Girl Scouting and serve as a communications link between the service unit, GSSC-MM and the community

Appointed By: Community Development Manager

Term of Appointment: One year: may be reappointed based on performance

Qualifications: Good written and oral communication skills

Responsibilities:

- Registers as a member of GSUSA and completes all required training for the position
Be familiar with the Girl Scout Leadership Model and support Discover, Connect and take Action
Collect newsworthy information from service unit team and troop leaders to share with the CDM
Encourage troops and event coordinators to take pictures of events for publications and/or local papers
Locate local communication outlets to promote Girl Scout events. These include church bulletins, school, newspapers company newsletters, community events, Web sites, etc. Work with CDM on appropriate PR materials to use
Promote communication within the service unit through newsletters, e-Blast and/or maintaining a service unit website after taking training
Conducts election of and coordinates delegates to represent the Service Unit
Attends all service unit team and leaders meetings and give reports as needed

Directly Supported By: GSSC-MM Community Development Manager, Service Unit Manager/Service Team

Position Agreement:

The responsibilities of this position have been discussed with me and I have agreed to fulfill them to the best of my ability for the appointment period of
Date to Date.

Service Unit Media Manager

Date

Community Development Manager

Date

Contact Information:

Printed Name:

Mailing Address:

E-Mail:

Phone: