

## Guide to the new GSSC-MM Staff Structure.

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#### Service Unit and Troop Support Manager

- Coordinate On-Boarding for SU Team Volunteers
- Direct Support for Service Unit Managers and the ongoing development of SU Teams
- Support SU Meetings and provide troop oversight

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- Review end of year financial troop paperwork for all troops within assigned region
- Provide annual evaluation of SU Team and functionality

### Volunteer Training and Product Program Specialist

- Coordinates on-boarding and all trainings for registered Adult Members
- Procedures point of contact for Volunteer Essentials, Safety Checkpoints, and Risk Management
- Guides leaders through all aspects of Products sales (Financial Literacy Program) including trainings
- Coordinates logistics for product delivery (service center and direct troop delivery)
- Cookie Season: booth sale locations, incentive delivery, and resolution of discrepancies

### **Membership Specialist**

- Contact newly interested potential members and share the benefits of Girl Scouting
- Assist potential volunteers navigate the registration and background check processes
- Support the Service Unit Membership Manager in keeping the opportunity catalog updated and supporting the placement of girls in troops
- Point of contact for troop transfers and assignments for adults and girls

# **Regional Recruitment Manager**

- Works with SU Teams and Recruitment Coordinators to actively recruit new Girl and Adult members
- Work closely with SU Recruitment Coordinators to identify areas with membership growth opportunity

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- Serves as Community Engagement Representative on behalf of GSSC-MM in all assigned regions and work closely with local United Way, foundations, corporations, and other agencies to develop partnerships that will benefit the community and foster membership growth
- Coordinate, facilitate, and attend various recruitment events throughout the year in assigned region