



Girl Scouts.

Girl Scouts of the Jersey Shore

POSITION DESCRIPTION

<u>POSITION TITLE:</u>	New Leader Coordinator
<u>ACCOUNTABILITY:</u>	School Membership Manager or designee
<u>TERM:</u>	One Year
<u>PURPOSE:</u>	To provide information and education to prospective new Girl Scout volunteers.

RESPONSIBILITIES:

1. Attends training for the position.
2. Adheres to the Girl Scouts of the USA and Girl Scouts of the Jersey Shore, Inc. policies, guidelines, standards and procedures
3. Recruits, interviews and recommends new leaders for appointment.
4. Conducts Volunteer Orientation with new leaders.
5. Coordinates a support system for volunteers.
6. Assists with service unit adult recruitment plan.
7. Attends service unit and service team meetings.

QUALIFICATIONS:

1. Is a registered member of GSUSA.
2. Is a friendly, approachable and enthusiastic individual who demonstrates the ability to present and promote Girl Scouts in a positive manner.
3. Has the ability to develop working relationships with other adult volunteers while maintaining objectivity and confidentiality standards.