



**Girl Scouts.**

**Girl Scouts of the Jersey Shore**

**POSITION DESCRIPTION**

**POSITION TITLE:** School Membership Manager

**ACCOUNTABILITY:** Service Unit Manager

**TERM:** One Year

**PURPOSE:** To increase girl participation in the Girl Scout Program in an assigned school.

**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. Acts as a Girl Scout ambassador and develops a visible presence in the school.
4. Appoints Membership Organizers, troop consultants and leaders (upon council approval).
5. Assesses school membership needs and develops a school recruitment and retention plan.
6. Coordinates a support system for volunteers in the school.
7. Approves local troop/group trips.
8. Attends service unit and service team meetings.

**QUALIFICATIONS:**

1. Is a registered member of GSUSA.
2. Is an organized, efficient and enthusiastic individual who demonstrates ability to present and promote Girl Scouts in a positive manner.
3. Has the ability to develop working relationships with other volunteers while maintaining objectivity and confidentiality standards.
4. Has an affiliation with or knowledge of the school, and troop/group leadership experience.