

SU Recruitment Coordinator Volunteer Duties & Responsibilities

ROLE DESCRIPTION

The Service Unit Recruitment Coordinator establishes, organizes and helps support Girl Scout troops, groups and individuals in the assigned area for a term of two (2) years. In Service Units with multiple Service Unit Recruitment Coordinators, duties will be shared.

DUTIES

1. Recruit and retain girl and adult members, working with your RS.
 - Encourage re-registration through Early Bird, fall registration, and other retention activities.
 - Hold additional recruitment activities throughout the year as needed.
 - Recruit and organize School Liaisons for Girl Scouts at school(s) for Open House, Back-to-School Night and Kindergarten Round-Up.
2. Attend Service Unit/Volunteer Meetings and assist in developing the Plan of Success for the Service Unit.
3. Assist School Liaisons in cultivating a relationship with school staff by contacting schools to ensure proper distribution of fliers/newsletter articles.
4. Return all communications from Council staff and volunteers in a timely manner.

REQUIREMENTS

1. Maintain adult Girl Scout membership for current membership year with satisfactory completion of background screening process.
2. At least one (1) year prior Girl Scouting experience as an adult member.
3. Strong organizational skills and ability to work well with girls and adults.
4. Energetic and enthusiastic about empowering girls and adults to build courage, confidence, and character.
5. Recognize the value of diversity within the community and encourage mutual respect and understanding among all people.
6. Represent Girl Scouts Spirit of Nebraska in the community in a positive way.
7. Complete SU training on gsLearn and GSSN training.

Recruitment Tips

Overview

1. Try to coordinate with school open houses, parent/teacher conferences, etc. Your event doesn't always have to be elaborate, just something get girls and adults excited about Girl Scouting!
2. Flier templates are available online. Please contact your Recruitment Specialist at least 4 weeks in advance of the date needed if you are interested in fliers, or use the templates to create and print your own fliers.
3. Be sure to check the "Safety" chapter of the Volunteer Essentials and [Safety Activity Checkpoints](#).

Recruitment Night Theme and Activity Ideas

- Badge Work
- Girl Scout Week
- Pet Care or Petting Zoo
- Ballet
- Hair Braiding
- Picnic/Cookout
- Bowling
- Halloween
- Roller Skating
- Camp
- History, Into the Future
- Salsa Night
- Camp Night
- Hoola Hoop Night
- Sidewalk Chalk and Hopscotch
- Camp Survivor
- Ice Cream Social
- Spa Party
- Carnival
- Ice Skating
- Sports
- Concert in the Park
- Karaoke or Sing-a-Long Party
- SWAPS
- Dental Health Day
- Juliette Gordon Low's Birthday
- Swimming Party
- Display Girl Scout Materials
- Learn Double Dutch Jump Rope
- Tea or Box Social
- Diva Day
- Meet Local First Responders
- Teddy Bear Tea Party
- Games, Crafts, Songs
- Movie Party
- Video Game/Arcade Party
- Girl Scout Survival Skills
- Party in the Park
- World Thinking Day

Tips for Recruiting Adult Volunteers

1. Recruit a diversified group of people including Ambassador Girl Scouts who have just graduated, grandparents, older siblings, aunts, uncles, retirees, business people, college students, etc.
2. Offer a variety of opportunities for individuals to volunteer: Troop Co-Leader, Troop Product Manager, Troop committee member, first aider, helping with events, etc.
3. Hang fliers/posters in libraries, groceries stores, hair salons, waiting rooms, etc.
4. Assure potential Troop Co-Leaders that the Service Unit Team and Council staff are here to mentor and assist them. Share the Volunteer Guide.
5. Consider printing business-style cards with your name and contact information for use as you meet potential volunteers throughout your community.