



Volunteer Position Description

Girl Scouts Heart of Central California | 6601 Elvas Avenue Sacramento, CA 95819 | www.girlscoutshcc.org

- POSITION:** JULIETTE COORDINATOR
- OBJECTIVE:** To communicate with and oversee the Juliettes within a service unit.
- ACCOUNTABILITY:** Appointed by and accountable to the service unit manager.

RESPONSIBILITIES:

- Provide regular communication with registered Juliettes regarding council and service unit events, trainings, camps, and other opportunities.
- Be available to answer questions from Juliette's families regarding Girl Scout program.
- Work with service unit organizer to coordinate a Friendship Troop, if necessary, to form troops for girls interested in joining a troop.
- Encourage Juliettes to participate in council sponsored product programs
- Assist with tracking the Juliettes and ensure that they reregister each year.
- Assist SU Event Director in determining Juliettes' needs for local events.
- Offer benefits of becoming a Juliette, while awaiting a troop, to girls on a placement list.

QUALIFICATIONS:

- At least 18 years of age
- Is (or is willing to become) a member of Girl Scouts of the USA.
- Able to work with people of all racial, ethnic, cultural, religious, socioeconomic backgrounds and ability levels.
- Knowledge of Girl Scout program, policies, and standards.
- Good communication skills; access to a computer and email.
- Willingness to participate in a yearly performance review.