

Service Unit Cookie Program Manager (Service Unit Cookie Team)

Position: Service Unit Cookie Product Program Manager (Volunteer)

Function: Serves as the lead for the service unit cookie program team. Trains and supports Troop Cookie Program Managers to understand the cookie program, policies, timeline and deadlines.

Support Team: Product Program Department

Timeline: November-March

Do you have a passion for...

- The Girl Scout Movement
- Helping girls learn the 5 Skills
- Results driven by consistent communication
- Organization and follow-through
- Planning and implementation
- Working with people of all walks of life
- Making a difference in the lives of others

Benefits:

- The opportunity to make a difference in the lives of others
- Gain experience with building relationships
- Network with professionals with a similar passion of making a difference
- Enhance your personal and professional skills
- Gain valuable technical skills
- Volunteer with flexible and convenient hours

Expectations:

- Lead the service unit cookie program team. Team includes Booth Site Coordinator, Rewards Coordinator and Event Coordinator.
- Seeks ways to help troops teach girls about the 5 Skills
- Attend council-provided training to learn about program changes, receive troop materials and have fun!
- Is able to train troop cookie managers on their role and how to set troop goals with girls
- Provide timely communication and support to the troops within your service unit
- Assist troops with online ordering system, SNAP+
- Ensure troops meet the order submission deadlines set forth by the product program department
- Review and reconcile troop paperwork, receipts, product and reward orders
- Assist troops with sales reports
- Accept delivery of program materials for the service unit and distribute as needed to each troop participating in the product program
- Resolve any concerns set forth by the troops to the best of your ability by utilizing your resources

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- Own a personal computer with high-speed internet
- Is or will become an adult member of Girl Scouts of the USA, at least 18 years of age
- Ability to use a smartphone for program tools and communication
- Willing to participate in an end-of-term position performance assessment
- Opt-in to receive electronic communications
- Assist troops with sales reports
- Is available to collect all money and paperwork from troops to submit to Product Program by program deadline
- Is aware and accepting of religious, educational, racial, ethnic, and socioeconomic groups within the community

What's Next?

- Is this your current volunteer position? Please select this position in our opportunity catalog.
- New volunteers: For more information, or to apply, email customercare@girlscoutshcc.org