



# SERVICE UNIT TRAINER

**Summary:** The Service Unit Trainer serves by supporting the development and mentorship of service unit volunteers through our established learning and recognition programs.

**Term of Appointment:** The Service Unit Trainer is appointed for three years from October 1 through September 30, renewable upon completion of the council volunteer evaluation process. This position requires an average of 4 hours per week.

**Supervision:** The Service Unit Trainer is supervised by your Service Unit Manager as well as the Volunteer Experience Director and Troop/Service Unit Support team which provides general oversight for all service unit operations.

## Responsibilities:

- Complete online service unit position training provided by GSDSW
- Attend annual Service Unit Summit (typically held in August)
- Attend all service unit meetings
- Conduct a minimum of three (3) adult learning opportunities per year (inclusive of one for all council volunteers)
- Provides Girl Scout adult learning support
- Provides mentorship for all volunteers in your service unit with a focus on new leaders as they join your service unit
- Tracks and records the training of service unit volunteers
- Ensures a year-round culture of volunteer recognition
- Report and continually promote on training offerings and recognition opportunities available at SU meetings
- Facilitate mini trainings at service unit meeting and as otherwise needed
- Learn, promote and serve as an administrator for gsLearn for the service unit
- Facilitate one in-person session at an annual Super Saturday, Volunteer Conference or an online session
- Provide Volunteer Experience Director with continual feedback on what trainings are needed for service unit
- Continually communicate with Volunteer Experience Director and Service Unit Team

## Core Competencies:

- **Girl Focus:** Empower girls to lead activities, learn by doing, and cooperate with others while having fun
- **Personal Integrity:** Demonstrate dependability, honesty, and credibility
- **Adaptability:** Adjust, modify own behavior, remain flexible and tolerant in response to changing situations and environments
- **Oral Communication:** Express ideas and facts clearly and accurately
- **Positivity:** Committed to supporting the council and GSUSA by presenting a positive and consistent message of Girl Scouting
- **Foster Diversity:** Understand, respect, and embrace differences
- **Computer Skills:** Access to email and the internet, plus knowledge of social media
- **Time Management:** Ability to meet council deadline and complete tasks in a timely manner
- **Girl Scout Status:** Current GSUSA membership required and completed volunteer background check; training requirements must remain current and be in good standing with council.
- **Compliance:** Guided by the Girl Scout Mission, Promise and Law; remain informed about, comply, and support the most current policies, procedures, and guidelines of Girl Scouts of the Desert Southwest (GSDSW) and Girl Scouts of the USA (GSUSA)

## Benefits:

- Improve your **public speaking skills** for personal enrichment and resume building
- Enjoy opportunities for **networking** as you give back to fellow Girl Scout volunteers
- Benefit from exclusive **recognition** by council, service unit, and fellow volunteers
- Expand your working **knowledge** of Girl Scouting and the many topics it encompasses

By signing below, I affirm that I understand the above and agree to fulfill these responsibilities.

Date: \_\_\_\_\_ Phone: \_\_\_\_\_

Print Name: \_\_\_\_\_ e-mail: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip Code: \_\_\_\_\_

T-shirt Size: \_\_\_\_\_ Date of Birth (Month, Day): \_\_\_\_\_

Years in Girl Scouting? (Combined girl, adult, volunteer years) \_\_\_\_\_

Signature: \_\_\_\_\_