

Service Unit Director

YEAR AT A GLANCE

FALL

AUG - OCT: Encourage Girl Scout Registration

Attend the SUD Retreat to get your year off to a GREAT start! Secure and confirm meeting space and time for all upcoming leader meetings. At the beginning of the year, you will work with your CEM to fill any open positions on your service team and ensure that team members complete their online training. You will support your CEM and School Organizer as they schedule discovery nights to recruit girls and adults. Be sure to work with your SU Money Manager to set up and begin monitoring your service unit's finances. You will also want to plan some training activities for your team and leader meetings.

SEPT - OCT: Promote Fall Product Program

Work with your SU Fall Product Manager to promote the Fall Product Program. Help SU Registrar in getting girls registered and ACH Forms completed.

SPRING

APRIL: Honor Volunteers for GS Leader Day

Work with your Team to recognize volunteers for all the work they do.

MAR - MAY: Encourage Membership Renewal and Promote the Annual Meeting

Work with your SU Registrar to promote Member Renewal at leader meetings. Get troops ready for fall, and take advantage of incentives! The Annual Meeting is in March and will be done virtually again this year.

WINTER

NOV - FEB: Promote Recognitions

Work with your Recognition Coordinator to make sure your volunteers are honored for all the time and effort they give.

DEC - MAR: Promote the Cookie Program

Work with your SU Product Manager to promote the Cookie Program and the council wide Cookie Rallies in December. Your SU Registrar can help make sure all girls are registered and that troops have submitted their ACH forms.

FEBRUARY: Promote Town Hall Meetings

These are an opportunity for volunteers to meet with our council leadership and share thoughts and ideas.

SUMMER

JUNE: Evaluation and Plan of Work Meeting

Hold your evaluation and Plan of Work meeting with your team/ volunteers and community engagement manager, and be sure your SU Money Manager submits the SU Finance Report by August 31.

THROUGHOUT THE YEAR

Promote Special Girl Scout Dates, Traditions, and Council Events

Girl Scouts observes a number of Girl Scout holidays and traditions. Girl Scouts of Eastern IA and Western IL also hosts a number of council-wide events throughout the troop year. Make sure the Girl Scouts in your area know about them!