



## Service Unit Event Coordinator Position Description

**Partnership:** Service Unit Event Coordinators work in partnership with other volunteers in their service unit, community partners and girl experience specialist staff to provide fun and exciting learning opportunities for girls in your area.

**Supported By:** Service Unit Director (volunteer), Girl Experience Specialists (staff)

### **Key Responsibilities:**

- Help girls Discover, Connect, and Take Action through the Girl Scout Leadership Experience
- Plan top-notch, fun events and experiences for girls in your community
- Recruit passionate volunteers and community partners
- Create timelines and budgets that'll help you stay on track
- Promote opportunities to girls not yet in Girl Scouts with support from volunteers and staff
- Connect with people just like you at Leader Meetings to plan and promote events
- Accept differences and make accommodations to ensure inclusion of all girls

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**Thank you for your commitment!**