 GoNuts SU Director

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Purpose** | | | **Accountable To** | | **Term** | |
| To be the trainer, the resource, the helper, and the cheerleader for Troops during the GoNuts Product Season | | | Service Unit Volunteers and Troop Support and Recruitment Department | | Each Product Season Appointed by Service Unit Volunteers May be reappointed based on performance | |
| **Responsibilities** | * Adhere to important due dates and deadlines * Verify Troop orders are entered/updated in online platform * Receive product and verify counts before distributing to Troops * Distribute product to Troop Coordinators and have them verify count before signing receipt * Receive recognitions and verify counts before distributing to Troops | | | | | |
| **Other Responsibilities** | * Inform Council of SU position * Complete Service Unit Director GoNuts Fall Product Program training provided by Council * Complete online platform as SU Director * Verify SU banking information in online platform * Provide SU address for delivery of materials, products and rewards * Receive and distribute program materials to Troop Coordinators * Instruct Troop Coordinators to complete all necessary product program training * Verify all participating Troops have Troop Coordinators and are in online platform | | | | | |
| **Required Qualifications** | * Registered & screened Girl Scout volunteer, at least 18 years of age, who lives the values of the Girl Scout philosophy * Ability and desire to work with and serve people from diverse backgrounds * Adheres to Council policies * Able to maintain confidentiality when sensitive issues arise * Knowledgeable and versed on Council financial policies as stated in *Volunteer Essentials* and *Safety Activity Checkpoints* * Good oral, verbal and written communication - express ideas and facts clearly and accurately | | | | | |
| Your appointment to the above position begins on and will continue to September 30, 20 | | | | | | |
| Service Unit | | Printed Name | | Signature | | Date |
| Appointed by | | Printed Name | | Signature | | Date |

*\*This position can be shared*