
Troop/Group Fall Product Chair

Volunteer Position

PURPOSE: To coordinate and direct the annual fall product sale at the troop/group level

ACCOUNTABLE TO: Service Unit Fall Product Chair and Sybaquay Council's Director of Product Sales

RESPONSIBILITIES:

- Attend the service unit fall product sale training.
- Pick up materials for the girls in your troop/group.
- Establish an available time and deadline when girls will bring their orders to you.
- Prior to the start of the sale, hold a meeting with troop/group to review the fall product sale packet and material. Please be sure to distribute material to all girls and their families in your troop/group.
- Call or fax service unit totals to Girl Scout Center on or before the established date.
- Check completed fall product sale summary forms to be sure information and money is correct and complete.
- Return all troop/group orders and summary forms to the Girl Scout Center no later than the established deadline.
- Pack recognition items for each troop/group and distribute them to troop/group fall product chairs in a timely manner.
- Accept delivery of nut/candy orders and distribute to troop/group fall product chairs.

QUALIFICATIONS:

- Subscribe to the Girl Scout philosophy, register as an adult member of Girl Scouts of the USA and pass a criminal background check.
- Have a strong sense of organization.
- Have the ability to work with adults in the organization.
- Be financially responsible.
- Attend training provided by Girl Scouts - Sybaquay Council.
- Have time and willingness to carry out responsibilities during all phases of the product sale.

2005 Dates:

Training for position: September 1
Sale begins: October 22
Sale ends: November 5
Call in or fax order: November 10

Bring in order to Girl Scout Center: November 14
Delivery of nuts/candy to service unit: December 2 & 3