



2012 Girl Scout Cookie Activity Service Area Coordinator Position Agreement

Appointed by: Service Area Manager/Program Specialist

Reports to: Program Specialist

Term of Service: One Year

Accountability: Conducts the Girl Scout Cookie Activity within the service area

Qualifications:

- Must be a registered Girl Scout
- Ability to conduct training(s)
- Ability to run required reports, schedule troop pick up times, and organize delivery sites
- Responsible for the review of orders placed in the SNAP system

Responsibilities:

- Conduct training(s), provide instructions, and distribute materials
- Encourage troops to set troop selling goals
- Provide ongoing support to troops in your service area
- Collect signed Troop Coordinator Position Agreements
- Designate a delivery station and recruit volunteer help for delivery day
- Submit signed Troop Coordinator Position Agreements and signed troop delivery receipts to the service center by March 26, 2012
- Work with the council to conduct a successful Girl Scout Cookie Activity

Please sign and return this agreement at the conclusion of your training to the your Program Specialist

2012 Girl Scout Cookie Activity

Responsibility Agreement I agree to all that is stated above and that all products and monies received by me during the 2012 Girl Scout Cookie Activity will be completed on schedule and turned in as directed.

Name _____ **Phone#** _____

Address _____ **Email address** _____

City _____ **Zip** _____ **Service Area** _____

Appointed by _____ **Position** _____ **Date Appointed** _____

Signature _____ **Date** _____

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