



Girl Scouts[®]

Girl Scouts of the Chesapeake Bay Council, Inc.

Organizer

Service Team Orientation

Desired Outcome:

1. Organizer will understand the responsibilities of the position
2. Organizer will begin to learn the uniqueness of the Service Unit
3. Organizer will begin specific tasks as assigned by Service Unit Manager

Time Frame:

1. Service Team Organizer is appointed by the Service Unit Manager
2. Service Unit Manager orients the Organizer within one month of appointment. The Community Development Manager will assist the Service Unit Manager if necessary

Organizer Orientation Checklist:

Service Unit Manager should complete this checklist with the Organizer during the orientation.

Topic	References
_____ Overview of GSCBC, Inc.	Guideline for Troop Organizer
_____ Overview of Girl Scouting	Service Team calendar
_____ Position description	<i>Safety-Wise</i>
_____ Calendar of work	Blue Book of Basic Documents
_____ Safety Standards for: Adult Leadership Troop Organization Meeting sites	Service Unit Manager
_____ GSUSA policies: Admission to Troops Membership registration Selection of adults Background Checks	Service Team Manual will be given out at Organizer educational sessions
_____ Current Service Unit Roster	

