



Girl Scouts®

Minnesota and Wisconsin
River Valleys

**Product Program Activities Advisory Committee Chair
Volunteer Position Description**

Reports to: Product Sales Director and Product Sales Manager
Term: One year; appointed by product sales team
Purpose: Provide leadership to the product sales activities advisory committee which advises product sales staff on current and proposed Product Program activity procedures, materials and communications

RESPONSIBILITIES:

1. Assume a leadership role in scheduling committee meetings.
2. Participate in scheduled committee meetings.
3. Provide timely feedback on current and proposed product sales activity procedures, print materials and communications, as requested.
4. Prepare and disperse committee meeting minutes to other members.
5. Participate in at least one service unit product program kick off event each year.
6. Meet with council staff, the board of directors, or other volunteer groups when requested.
7. Support and promote The Girl Scout Leadership Experience: Program Essentials in relationship to your volunteer position.
8. Follow all GSUSA and River Valleys' policies, standards, and procedures.
9. Promote and support River Valleys' Family Fundraising Campaign, Fall Product Program and Cookie Program Activity in relationship to your volunteer position.

QUALIFICATIONS:

1. Currently registered adult member of GSUSA.
2. Practice welcoming and inclusive behavior toward people of all ages, races, religions, cultures, abilities, sexual orientation, gender, educational, and economic backgrounds.
3. Committed to speak and act in a manner consistent with the Girl Scout Mission, Promise, and Law.
4. Have, or be willing to develop, a working knowledge of the product sales activities.
5. Currently hold a Product Program activity volunteer position other than as an advisory committee member.
6. Ability to make recommendations based on the best interests of the entire River Valleys council.
7. Ability to keep information confidential.
8. Must be able to promote the Girl Scout Cookie Program Activity and Fall Product Program as the premier financial literacy programs for girls.

BENEFITS:

1. Develop skills in program development and public speaking.
2. Receive limited accident coverage while carrying out Girl Scout responsibilities as a member of GSUSA.
3. Play an active role in developing the Product Program activities that help girls become confident leaders who discover, connect and take action in their community.
4. Gain and develop skills for personal and professional growth through adult educational opportunities and nationally recognized training.
5. Receive financial assistance if needed.

**RIVER VALLEYS' RESPONSIBILITIES TO OUR VOLUNTEERS:**

1. Strive to match your skills and talents with an appropriate volunteer position.
2. Provide a volunteer position description and orientation to your position, River Valleys, and GSUSA.
3. Provide position-specific training when required and document when completed.
4. Provide an extensive network of resources, contacts, and programming ideas, and ensure services, materials, and resources are available and accessible.
5. Provide current information on upcoming events and activities through newsletters, meetings, and online resources.
6. Provide ongoing support, guidance, evaluation, and recognition of your volunteer service.