



SERVICE UNIT Planning Packet



INCLUDED IN THIS PACKET:

Service Unit Plan for Success

Service Unit Mid-Year Assessment

Service Unit End of Year Assessment

Service Unit Budget

Service Unit Treasurer's Report

Service Unit Stretch Challenge Award

Service Unit Activities By Focus Area

SERVICE UNIT ANNUAL VISION PLAN

Service Unit

Girl Scout Mission:

Girl Scouting
builds girls of
**courage,
confidence,
and character**
who will make
the world
a better
place.

Council Strategic Goals:

1. _____
2. _____
3. _____



Essential responsibilities of the service unit

Recruit volunteers and girls reflective of the diversity of the community:

- ◆ Service unit team members
- ◆ Troop leaders and program volunteers
- ◆ Girls

Assist leaders and other troop volunteers in promoting the delivery of the Girl Scout Leadership Experience:

- ◆ Provide essential enrichment training and service unit networking and discussion
- ◆ Support all volunteers throughout the service unit meetings and other communication and support initiatives
- ◆ Coordinate girl-planned service unit events
- ◆ Participate in council and community events
- ◆ Volunteer recognition

Our Service Unit goals for _____ membership year

1. _____
2. _____
3. _____



✦ SERVICE UNIT PLAN FOR SUCCESS

Service Unit

IMPORTANT DATES

(Add Dates)

On-Time Registration:

Early Renewal:

Founder's Day | October 31st

World Thinking Day | February 22nd

Girl Scout Birthday | March 12th

Service Teams Plan for Success—Membership Goals

Recruitment/Engagement goal: Increase girl membership | Increase adult membership

Task: Hold a recruitment opportunity at least three times before December (open house, parent meeting, event, passive, etc.).

Who: _____ When: _____ Date: _____

Notes: _____

Task: Reach out to schools and daycares to recruit volunteers and girls who are starting school in the fall.

Who: _____ When: _____ Date: _____

Notes: _____

Task: a Hold a "Girl's Night Out" event.

Who: _____ When: _____ Date: _____

Notes: _____

Task: _____

Who: _____ When: _____ Date: _____

Notes: _____

Task: _____

Who: _____ When: _____ Date: _____

Notes: _____

Retention: Increase retention, both girls and adults

Task: Offer local early renewal incentive.

Who: _____ When: _____ Date: _____

Notes: _____

Task: Recognize our volunteers.

Who: _____ When: _____ Date: _____

Notes: _____

Task: Provide startup funds in support of newly forming troops.

Who: _____ When: _____ Date: _____

Notes: _____

Task: Reach out to lapsed members.

Who: _____ When: _____ Date: _____

Notes: _____

Task: Introduce volunteers to the Volunteer Toolkit.

Who: _____ When: _____ Date: _____

Notes: _____

Task: Provide clear, timely, and regular communication.

Who: _____ When: _____ Date: _____

Notes: _____

Task: Ensure that troop leaders complete training.

Who: _____ When: _____ Date: _____

Notes: _____

Product Sale Program(s) Goal: Increase girl participation | Increase adult support

Task: Hold a leader training, as guided by the council, by the training deadline.

Who: _____ **When:** _____ **Date:** _____

Notes: _____

Task: _____

Who: _____ **When:** _____ **Date:** _____

Notes: _____

Task: _____

Who: _____ **When:** _____ **Date:** _____

Notes: _____

Task: _____

Who: _____ **When:** _____ **Date:** _____

Notes: _____

Task: _____

Who: _____ **When:** _____ **Date:** _____

Notes: _____

Events and Activities: Increase retention and outcomes, both girls and adults

Task: _____

Who: _____ **When:** _____ **Date:** _____

Notes: _____

Task: _____

Who: _____ **When:** _____ **Date:** _____

Notes: _____

Task: _____

Who: _____ **When:** _____ **Date:** _____

Notes: _____

Task: _____

Who: _____ **When:** _____ **Date:** _____

Notes: _____

Task: _____

Who: _____ **When:** _____ **Date:** _____

Notes: _____

Task: _____

Who: _____ **When:** _____ **Date:** _____

Notes: _____

Task: _____

Who: _____ **When:** _____ **Date:** _____

Notes: _____

♣ MID-YEAR ASSESSMENT

Date

Service Unit

GOALS

Review each goal in the Plan for Success

Identify what helped you meet any of the goals.

What will you do differently to achieve the remaining goals?

TEAM

I'm proud of our team because:

I would like us to change:

ACTION STEPS

Steps we are taking to reach our goals:

Who is responsible for coordinating these steps and when?

IDEAS

Great ideas for the remainder of this year:

Have you picked delegates? If yes, have their names been submitted to the council?

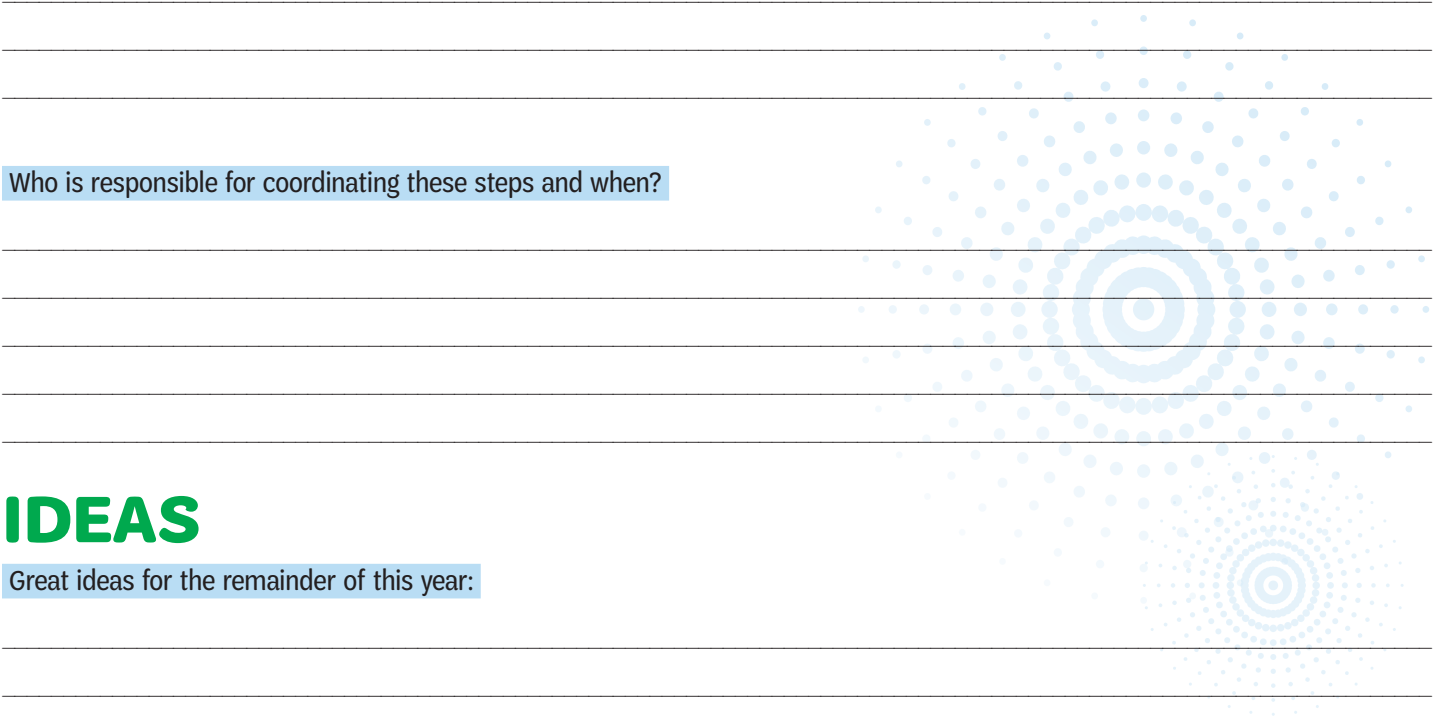
1.

2.

RECOGNITION

Who in your service unit would you like to nominate for board-approved awards?

Does your service unit qualify for the President's Award?



☘ YEAR END ASSESSMENT

Date

Service Unit

GOALS

Review each goal in the Operation Plan

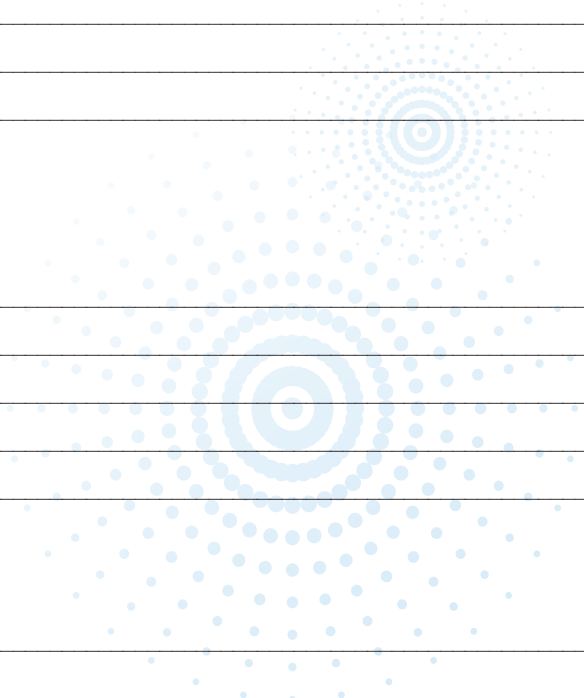
Identify what helped you meet any of the goals.



What will you do differently to achieve remaining goals?

TEAM

I'm proud of our team because:



I would like us to change:

COUNCIL SUPPORT

IDEAS

List of good to great ideas for the upcoming year:

RECOGNITION

Who in the service unit has earned a recognition or award this year?

Who would you like to see nominated for next year?

[illegible]

SERVICE UNIT

Stretch Challenge



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EXPENSES

The treasurer, service team, and volunteer support staff work together to develop an annual budget to support the team’s Plan for Success. Typically, expenses are distributed according to these percentages:

✚ SERVICE UNIT
REFERENCE INFORMATION

SERVICE UNIT ACTIVITIES BY FOCUS AREA, QUARTER

Focus Area	July-September Who's Responsible?	Activities
Recruitment and registration 		
Retention and troop Support		
Fall Product Program		
Annual fund-raising campaign		


Service unit events—Fall		
Service unit management		
Focus Area	October-December Who's Responsible?	Activities
Recruitment and registration		
Retention and troop support		

Product program (cookies) 		
Annual fund campaign		
Service unit events—Fall		
Service unit management		

Focus Area	January-March Who's Responsible?	Activities
Recruitment and registration		
Retention and troop support		
Product program (cookies)		
Annual fund campaign		



Service unit events		
Service unit management		
Focus Area	April-June Who's Responsible?	Activities
Recruitment and registration		
Retention and troop support		

Product program (cookies)		
Annual Fund Campaign		
Service unit events		
Service unit management	