

Role Description

Title: Field Committee Chair Role Description and Acknowledgement

Purpose: To lead and support the Field Committee, ensuring effective communication and overall goals of Girl Scouts of Eastern Missouri are implemented throughout the entire council jurisdiction. Provides leadership and direction to members ensuring a positive experience to members. The Field Committee Chair serves as a role model to positively promote Girl Scouts of Eastern Missouri

Accountability: Director, Membership Development and Support (after application process)

Term: Selection occurs after an application process. Two years beginning June 1; may only serve two successive terms; renewable with application process is completed after the first term

Time Commitment: Approximately 20 hours per month

Responsibilities:

- Schedules, plans and facilitates no less than four Field Committee meetings per year and delivers pertinent information to the team members
- Communicates regularly with the Field Committee to address the needs and concerns of the council
- Participates as a member of the Representative Assembly
- Serves as the liaison between the Field Committee and the Executive Leadership Team
- Attends Field Committee meetings and informs members of the plans, progress and concerns of the Council
- Supervises, trains and recognizes members of the District Service Team
- Promotes Council initiatives
- Attends District meetings as needed
- Manages vacancies of District Managers
- Promotes quality programming opportunities are offered throughout the Council jurisdiction
- Follows and upholds all GSUSA and Girl Scouts of Eastern Missouri policies, standards and procedures
- Participates as an active member of the Camp Committee

Qualifications:

- Meets GSUSA adult membership requirements
- Completes the appropriate training for the position
- Committed to speak and act in a manner consistent with the Girl Scout Mission, Promise and Law
- Ability to listen, plan and organize, supervise adults, accomplish tasks through delegation, resolve conflict and motivate others; provide input tactfully and communicate effectively
- Has a working knowledge of the Girl Scout Program, *Safety Activity Checkpoints*, *Volunteer Essentials*, and Council by-laws
- Has ready access to a computer and the internet and is able to use technology to communicate, process information and maintain records
- Comfortable communicating with adults and motivating them to comply with policies and procedures
- Must have served as a District or Neighborhood Manager with Girl Scouts of Eastern Missouri

Training Required:

- Girl Scouting 101
- Introduction to Girl Scouting
- Welcome to Eastern Missouri

Acknowledgement of Role Description

I, _____, have read, understand and agree to fulfill the responsibilities as described in the above Field Committee Chair role description for only two consecutive program years after which time an re-application will be necessary. I understand my role as Field Committee Chair restricts me from holding an active role on a District or Neighborhood service team.

Field Committee Chair Signature

Date