

Award of Distinction

Service Unit Manager

(SUM)

Name of Manager _____ Service Unit _____

The candidate meets each of the following criteria:

Yes No

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Completed appropriate training for role, including review of updated documents and trainings. |
| <input type="checkbox"/> | <input type="checkbox"/> | Attended SU Manager Roundtable and at least one other enrichment opportunity. |
| <input type="checkbox"/> | <input type="checkbox"/> | Recruited and supervised administrative team volunteers with approval of the service unit support specialist. |
| <input type="checkbox"/> | <input type="checkbox"/> | Worked cohesively with SU team volunteers to develop agenda and facilitate regularly scheduled meetings for leaders and volunteers, including training and enrichment opportunities. |
| <input type="checkbox"/> | <input type="checkbox"/> | Maintained confidentiality and appropriate use of girl and volunteer information. |
| <input type="checkbox"/> | <input type="checkbox"/> | Utilized the Girl Scout Leadership Experience program planning. |
| <input type="checkbox"/> | <input type="checkbox"/> | Used cooperative learning in planning activities with and for girls. |
| <input type="checkbox"/> | <input type="checkbox"/> | Collaborated with council staff and service unit team to establish and implement a membership and recruitment plan. |
| <input type="checkbox"/> | <input type="checkbox"/> | Fostered an environment of cooperation, encouragement, and engagement in line with the Girl Scout Promise and Law. |
| <input type="checkbox"/> | <input type="checkbox"/> | Followed all council procedures, policies, and standards. |
| <input type="checkbox"/> | <input type="checkbox"/> | Aware of the Girl Scout Leadership Experience keys to leadership- Discover, Connect and Take Action. Utilized the three processes - Girl-led, Learning by Doing and Cooperative Learning in planning activities with and for the girls. |

**Signature of Service Unit
Support Specialist**

Date

Pin (Receives the First Year Awarded) _____

Year Tab Number _____
(All criteria must be met each year to receive a new year tab)

