

GSACPC Service Team Quarterly

(Sept – Nov)

Hi Girl Scouts,

Guided by feedback from girls, families, and volunteers, we're building on what Girl Scouts already love while creating new ways for them to explore, grow, and lead their own way. Our evolution started with our Leadership Awards and continued with the recent release of GSUSA's [eight new program themes](#) inspired by what Girl Scouts want to explore. And starting in spring 2027, even more updated programs and a new digital experience for Girl Scouts of all ages are on the way, making it easier than ever for volunteers and families to support your Girl Scout's adventure.

As our Girl Scout community continues to evolve, we invite Service Team volunteers to consider how they respond to change. A lasting part of the Girl Scout legacy is adapting alongside the girls we serve. By “changing at the speed of girl,” we create opportunities that keep Girl Scouts relevant, engaging, and full of possibilities for the future. Staff, volunteers, and families all play a role in making change positive, effective, and centered on what is best for girls. We hope Service Team volunteers will be partners in exploring what’s next as we adapt with optimism and grace.

In this newsletter, find the latest updates, new opportunities, and suggestions for each Service Team role. Remember, there are a lot more resources to help you on the [Service Team Resources](#) page.

ANNOUNCEMENTS

- **Service Team Leadership Series: Rallyhood for Service Team Members | Sept. 1**
Join our September Service Team Leadership Series to gain a better understanding of Rallyhood. GSACPC staff will share the tips most relevant to you, provide insight from Service Teams already using the platform, and answer your most pressing questions on all things Rallyhood.
[Register](#)
- **NEW! Volunteer Support Office Hours**
Do you have questions or just need a little extra support? GSACPC Volunteer Support Office Hours is a virtual meeting offered twice a month, designed to provide volunteers with real-time support, guidance, and connection. Join us to ask questions, troubleshoot challenges, share ideas, and stay up to date on resources and best practices. Whether you're a new leader or experienced volunteer, we're here to support you!
[Register](#)

- **Help Us Celebrate You**

We are looking for photos of Service Team volunteers in action for our Annual Volunteer Awards and Recognitions Ceremony. Upload photos of the volunteers in your Service Unit by October 1 to be featured.

[Upload](#)

- **Service Team Networking Returns**

Back by popular demand - join us for the second Service Team networking event. Connect with other Service Team volunteers, bring resources to share, and seek guidance or share your wisdom. These in-person gatherings will continue to rotate locations so hopefully everyone will get the opportunity for a shorter drive.

[Register](#)

- **Volunteer Opportunity for Trades Professionals, Builders and Makers**

We seek volunteers for the Girl Scout Mobile Building Space (GSMBS) during the 2027 Girl Scout membership year (October 1, 2026-September 30, 2027). GSMBS introduces girls to hands-on building skills, STEM, and career pathways through activities like carpentry, electrical work, plumbing, masonry, and more. We're looking for volunteers who:

- Have experience in skilled trades, construction, STEM, or technical fields
- Can connect us with business and industry professionals
- Enjoy mentoring and inspiring the next generation

Committee members are asked to attend meetings, participate in at least two quarterly events each year and register as a Girl Scout member, following GSUSA and council policies. This expertise will help girls build confidence, learn practical skills, and explore rewarding careers. If you or someone you know is interested, please contact Glenn Carson - Senior Director of Girl and Outdoor Program at gcarson@girlscoutsaz.org.

- **Save the Date! The 2027 Service Team Retreat is April 2-4 at Parsons Leadership Center**

Come for the day or stay over the weekend during the 2027 Service Team Retreat. Interested in seeing a change from previous years? Join the ST Retreat Planning Committee by emailing Emily at egesell@girlscoutsaz.org.

- **New Service Unit Resources**

Service Teams can now submit fundraisers for approval through the [Service Unit Fundraiser Request](#) found on the Service Team Resources page. Also new to that page, Service Units should submit their budget for the upcoming year using the [SU Budget Submission Form](#).

REMINDERS/IMPORTANT DATES

- Sept. 1 | STLS: Rallyhood for Service Team Members
- Sept. 3 | [Volunteer Support Office Hours](#)
- Sept. 12 | [Blended: First Aid/ CPR Course \(Phoenix\)](#)

- Sept. 12 | [Blended: Babysitting Course \(Phoenix\)](#)
- Sept. 12 | [Archery Level 1 Refresher Course \(Phoenix\)](#) - If needing to recertify.
- Sept. 17 | [Virtual: Gold Award Training](#)
- Sept. 19 | [Service Team Networking Event \(Mesa\)](#)
- Sept. 19 | [Peace Day Celebration at Parsons](#)
- Sept. 20 | [Virtual: Travel Information Session](#)
- Sept. 23 | [Troop Leader Circle – Keeping Things Girl-led](#)
- Sept. 29 | Virtual: Event Planning Community
- Sept. 29 | [Volunteer Support Office Hours](#)
- Oct. 1 | Fall Product Sale begins
- Oct. 2-4 | [Wilderness First Aid Course \(Shadow Rim\)](#)
- Oct. 3 | [Blended: Troop Camp Certification Level 2 \(TCC2\) at Parsons](#)
- Oct. 3 | [Girl Scouts Give Back: Food Drive Kickoff](#)
- Oct. 6 | Volunteer Support Coach Kick-off, 6pm-7pm
- Oct. 8 | [Volunteer Support Office Hours](#)
- Oct. 8 | STLS: Trail Guide to Service Team Tools
- Oct. 9-11 | [Camp Half-Blood at Willow Springs](#) - Council-wide Volunteer-led Encampment
- Oct. 13 | [High Awards Leadership Track Training in Phoenix](#)
- Oct. 15 | [Gold Award Training in Phoenix](#)
- Oct. 15 | Service Team Managers Touchbase
- Oct. 17 | [Blended: First Aid/CPR \(Phoenix\)](#)
- Oct. 20 | [Volunteer Support Office Hours](#)
- Oct. 24 | Volunteer Recognitions & Awards Ceremony
- Nov. 3 | [Volunteer Support Office Hours](#)
- Nov. 7 | Badge Bash at Parsons
- Nov. 9 | STLS: Building Confidence to Lead
- Nov. 19 | [Volunteer Support Office Hours](#)
- Nov. 19 | [Virtual: Gold Award Training](#)
- Nov. 21 | Native American Heritage Celebration at Parsons
- Nov. 21 | [Blended: Troop Camp Certification Level 2 \(TCC2\) at Parsons](#)
- Dec. 5 | Service Team Networking Event
- Jan. 9 | VolCon 2027

RESOURCES

- Service Team Leadership Series: Join GSACPC Staff and your fellow Girl Scout Service Team Volunteers for a monthly virtual series on relevant topics to maximize Service Unit success. Sign up on the [Activities Calendar](#). You can view all previous recordings of the ST Leadership Series in [gsLearn](#).
- [Service Team Resources](#), [Service Team Manual](#)
- [Authentic Leadership Community](#) – check out the blogs and the [Authentic Girl Scout Leadership book](#)
- [Brand Marketing Guidelines](#) and [Flier Essentials](#)

- GSUSA Service Team Training Courses available in gsLearn.
- Recruitment Resources can be found on the [Recruitment Box Drive](#). The box link keeps our flyers and materials password protected (Password: Gsacpc2026) but is available to you at any time! It can also be accessed from the Recruitment Manager Resources webpage. Please do not share the password with anyone not on the Service Team.

RECRUITMENT

It's such an exciting season at Girl Scouts as the new school year and Girl Scout year get underway. We get to welcome back our current members while bringing many new girls and adults into our sisterhood! Our council **recognizes and truly appreciates all the hard work** that each of you on our SU teams does to help spread the word about Girl Scouts, bring in new members, and make the Girl Scout experience memorable for the girls and leaders in your area. **Thank you!**

This year, we will post recruitment campaign updates, new assets, reminders, and new collateral materials to **Rallyhood in the Recruitment Specialist & Girl Champions Group**. If you're not already a member or need help joining, please contact: egesell@girlscoutsaz.org.

If you need support placing new members, please reach out to the **Member Placement Team** directly at 602-452-7040 or MemberPlacement@girlscoutsaz.org.

Recruitment Manager Jackie Ruff is available to help support. Don't hesitate to contact her if you need materials/collateral, planning support, event support, or anything else related to recruitment. She can be reached at jruff@girlscoutsaz.org.

To find current printable marketing material and other recruitment assets please log into the Box drive:

Box Drive: [Recruitment Resources | Powered by Box](#)

Box Drive Password: Gsacpc2026

Recruitment Manager & Girl Champions

September

- Check in with new school administrators.
 - Bring them an administrator information packet and bookmarks (for the librarian).
 - Speak with them about building troops that can support their school.
 - Ask about upcoming school-wide events hosted by the school or PTA that we could support (with a fun activity) and recruit at (i.e. fall festival or trunk or treats).
- Host fall recruitment events and distribute flyers in-person and online with support of CEM.
- Coordinate with Bilingual Specialist to have translation services available at relevant recruitment events.

- Use the Experience Box flyer/information to recruit new Daisy and Brownie leaders.
- Communicate with Member Placement to make sure new/returning troops have completed registration and updated their troop information.
- Work with your CEM and Member Placement to form new troops in areas where there is need (based on fall leads and girls awaiting placement report).
- Evaluate your Service Unit's (SU) specific troop needs. Are there areas or grade levels that need troops? If so, host recruitment events based on those needs.
- Help new troop leaders recruit for their troops. Use the "Join our Troop" flyer and/or help host an event for that new troop.
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October

- Continue dispersing flyers, posting digital ads, and hosting recruitment events.
- Acknowledge your schools and partners with a thank you note, e-mail or card- especially those that allowed us to participate in their MTT/Curriculum nights or provide us with meeting spaces.
- Consider hosting a family SU event and invite Girl Scout families to bring along another non-member family to support retention and recruitment.
- Start gathering spring kindergarten round-up event dates and other upcoming school event dates where we could potentially host tables to recruit.
- Stay tuned for updates regarding the "Gift of Girl Scouting" campaign which starts in November and runs through December. It's designed for both new and current members and we'd appreciate your support dispersing the information, flyers and posting digitally.

November

- Distribute flyers and host recruitment events.
- If you haven't acknowledged your schools and partners, please make this a priority!
- Start planning your spring recruitment event locations and dates.
- Start creating a list of schools, religious institutions, preschools, and daycares where you can help promote the summer box program for pre-kinder girls. Create a strategy regarding how your team will distribute the information.
- Inform your SU leaders about the cookie sale recruitment assets that will be available to help them support recruitment during the sale. (More information to come!)

Retention/Troop Support

Older Girl Advocate

Council Support – Girl Program, GP@girlscoutsaz.org

September

- Coordinate with the Recruitment Team to have older girl presence at recruitment events.
- Speak to troop leaders about the new requirements for PA, VIT, and other leadership awards. Email volunteerlearning@girlscoutsaz.org if you'd like someone to come present about them at your Service Unit.
- Encourage older girls, parents, and troop leaders to attend the Travel Information Session on Sept. 20. Learn all about incredible travel opportunities and one of the biggest highlights of the older girl's experience.
- Promote older girl program opportunities to troop leaders:
 - Sept. 5 | [Engineering Fun Patch in Phoenix](#)
 - Sept. 19 | [Peace Day Celebration](#)
 - Sept. 19 | [Girls in Aviation in Phoenix](#)
 - Sept. 20 | [Travel Information Session](#)
 - Sept. 25-27 | [Fall Harvest at Shadow Rim Ranch](#)
- Promote older girl training opportunities:
 - Sept. 12 | [Blended: First Aid/ CPR Course \(Phoenix\)](#)
 - Sept. 12 | [Blended: Babysitting Course \(Phoenix\)](#)
 - Sept. 12 | [Archery Level 1 Refresher Course \(Phoenix\)](#) - If needing to recertify.
 - Sept. 17 | [Virtual: Gold Award Training](#)
 - Oct. 2-4 | [Wilderness First Aid Course \(Shadow Rim\)](#) (open to Seniors and Ambassadors)

October

- Meet with older girls on the Service Team to review your calendar of girl-led Service Unit events and fill any gaps in programming.
- Encourage older girls interested in STEM to check out the [Chief Science Officers program](#). For questions on how to partner this program with your Girl Scout experience, contact Glenn Carson at gcarson@girlscoutsaz.org.
- Promote older girl program opportunities to troop leaders:
 - Oct. 3 | [Girl Scouts Give Back: Food Drive Kickoff](#)
 - Oct. 9-11 | [Camp Half-Blood at Willow Springs](#)
 - Oct. 23-25 | [Wicked Weekend at Willow Springs](#)
 - Oct. 31 | [Chemistry Fun Patch](#)
- Promote older girl training opportunities:
 - Oct. 2-4 | [Wilderness First Aid Training](#) (open to Seniors and Ambassadors)
 - Oct. 13 | [High Awards Leadership Track Training in Phoenix](#)
 - Oct. 15 | [In-Person: Gold Award Training in Phoenix](#)
 - Oct. 17 | [Blended: First Aid/CPR \(Phoenix\)](#)
 - Nov. 19 | [Virtual: Gold Award Training](#)

November

- Coordinate with older girl service team members and volunteers to facilitate role shadowing and girl-led opportunities.
- Ensure parents and older girls on the Service Team have completed the [Older Girl Service Team Member Position Agreement](#). Older girls on the Service Team must have a completed agreement to receive the Service Team pin and attend the Service Team Retreat.
- Promote older girl program opportunities to troop leaders:
 - Nov. 21 | [Space Science BadgeLab](#)
 - Nov. 29 | [Engineering Fun Patch](#)
 - Dec. 4-6 | [Winter Wonderland at Camp Maripai](#)
 - Dec. 5 | [Biology Fun Patch](#)
 - Dec. 6 | [Spark the Future – A Girl Scout Mobile Building Space Electrical Exploration Event](#)

IGM Advocate

Council Support – Volunteer Support Team; volunteerlearning@girlscoutsaz.org

September

- Support IGM girls and IRM adults with membership renewal.
- Reach out to older girl IGMs and invite them to participate on the Older Girl Service Team.
- Collaborate with the Fall Product Program - IGM Specialist to ensure IGMs are being supported throughout the Fall Product sale.
- Meet with Communications Specialist to coordinate communication efforts to IGMs throughout the year.
- Encourage IGM participation in upcoming council events:
 - Sept. 5 | [Engineering Fun Patch in Phoenix](#)
 - Sept. 19 | [Peace Day Celebration](#)
 - Sept. 19 | [Girls in Aviation in Phoenix](#)
 - Sept. 20 | [Travel Information Session](#)
 - Sept. 25-27 | [Fall Harvest at Shadow Rim Ranch](#)
 - Oct. 2-4 | [Wilderness First Aid Course \(Shadow Rim\)](#) (open to Seniors and Ambassadors)

October

- Meet with Events Manager and Event Coordinators to support IGM participation in Service Unit events. Offer to assist in forming ‘temporary troops’ to allow IGMs to attend in groups.
- Using Looker, review the “New in the Last Two Weeks” report to contact any new IGMs and assist in connection to the Service Unit.

- Collaborate with the Cookie Program - IGM Specialist to develop a plan for IGM training and support throughout the Girl Scout Cookie Program.
- Encourage IGM participation in upcoming council events and coordinate those interested to ensure ease of participation:
 - Oct. 2-4 | [Wilderness First Aid Training](#) (open to Seniors and Ambassadors)
 - Oct. 3 | [Girl Scouts Give Back: Food Drive Kickoff](#)
 - Oct. 9-11 | [Camp Half-Blood at Willow Springs](#)
 - Oct. 13 | [High Awards Leadership Track Training in Phoenix](#)
 - Oct. 23-25 | [Wicked Weekend at Willow Springs](#)
 - Oct. 31 | [Chemistry Fun Patch](#)

November

- Promote [World Thinking Day 2027](#) to IGMs.
- Using Looker, review the “New in the Last Two Weeks” report to contact new IGMs and connect them to the Service Unit.
- Communicate with the Council IGM Support Team about IGM activities and volunteers who may be willing to participate in short-term opportunities.
- Encourage IGM participation in upcoming council events and coordinate those interested to ensure ease of participation:
 - Nov. 21 | [Space Science BadgeLab](#)
 - Nov. 29 | [Engineering Fun Patch](#)
 - Dec. 4-6 | [Winter Wonderland at Camp Maripai](#)
 - Dec. 5 | [Biology Fun Patch](#)
 - Dec. 6 | [Spark the Future – A Girl Scout Mobile Building Space Electrical Exploration Event](#)

Volunteer Support Coach

Council Support – Troop Support Manager: Janey Kurtz, jkurtz@girlscoutsaz.org;
volunteerlearning@girlscoutsaz.org

September

- Host a new volunteer orientation/training and communicate details to Service Unit.
- Promote the [Volunteer Toolkit](#) and [Troop Year Plans](#) as resources for troop leaders.
- Coordinate with Fall Product Program – Training Specialist to provide extra support to new troop leaders for Fall Product sale. Offer an M2 training specifically for new troop leaders.
- Add new leaders to SU Communications and extend an invitation to monthly Service Unit leader meetings.
- Work with CEM and SU Team to recognize any new volunteer that has completed their “Getting Started” training at the monthly leader meetings.
- Promote Troop Leader Circle and Volunteer Support Office Hours for all volunteers:
 - Sept. 23 – [Troop Leader Circle – Keeping Things Girl-led](#)

- Volunteer Support Office Hours – [Multiple Dates](#)
- Attend the MY27 Volunteer Support Coach Kick-off on Oct. 6 from 6pm – 7pm.
- Meet with Communications Specialist to coordinate communication efforts to new troop leaders throughout the year.

October

- Host a new volunteer orientation/training and communicate details to Service Unit.
- Promote the [Volunteer Toolkit](#) and [Troop Year Plans](#) as resources for troop leaders.
- Coordinate with Cookie Program Training Specialist and eBudde Specialist to provide extra support to new troop leaders during the Girl Scout Cookie season. Offer an eBudde and Digital Cookie training specifically for new leaders.
- Promote the 607 – Cookie Program Training Learning Path in gsLearn.
- Add new leaders to SU Communications and extend an invitation to monthly Service Unit leader meetings.
- Call new troop leaders in your area to make them feel connected to the Service Unit.
- Promote Volunteer Support Office Hours for all volunteers
 - Volunteer Support Office Hours – [Multiple Dates](#)

November

- Continue to work with, support, and communicate with new troop leaders and newly formed troops within the Service Unit.
- Collaborate with Adult Recognitions Coordinator to recognize new volunteers that completed their “Getting Started” training at the monthly leader meetings.
- Make phone calls to new troop leaders in your area, new leaders will need extra support during this time to feel connected to the Service Unit.
- Promote the 607 – Cookie Program Training Learning Path in gsLearn.

Adult Recognitions Coordinator

Council Support – Recognitions Committee, recognitions@girlscoutsaz.org

September

- Communicate to Service Unit about the Volunteer Recognition and Awards Ceremony on Oct. 24.
- Contact awardees from your Service Unit and encourage them to register for the Volunteer Recognitions and Awards Ceremony if they haven’t done so.
- Work with older girl service team members to brainstorm new recognition ideas and teach them the importance of recognition throughout the year.
- Establish your Service Unit Recognitions Committee for the year including: the Adult Recognitions Coordinator, your CEM, and at least one other volunteer on the Service Team.

October

- Contact awardees from your Service Unit and encourage them to register for the Volunteer Recognitions and Awards Ceremony if they haven’t done so.

- Review your informal recognitions plan and practices. Revise the plan as needed to ensure informal recognition is inclusive, consistent, and impactful.
- Meet with the Recruitment Manager to discuss adult recruitment efforts between major recruitment campaigns. Share the names of volunteers throughout the Service Unit who have been or should be recognized and develop a plan to recruit additional Service Team volunteers.
- Promote peer recognition throughout the year to keep morale high. Encourage volunteers and caregivers to use the [Peer Appreciation Form](#).

November

- At your next Service Unit meeting, recognize any Service Unit volunteers who received awards at the Volunteer Recognitions and Awards Ceremony.
- Celebrate the efforts of the Fall Product Program Team at the end of the sale.
- Collaborate with the Volunteer Support Coach to recognize any new volunteers that completed their “Getting Started” training at the monthly leader meetings.
- Begin planning a mid-year recognition for Service Unit volunteers – either with a fun event or formal recognition.

Bilingual Specialist

Council Support – Multicultural Team, multicultural@girlscoutsaz.org

September

- Coordinate with Fall Product Team to explain materials and resources in Spanish as needed.
- Meet with Recruitment Team to discuss times and dates where translation support might be most beneficial at recruitment events.
- Promote celebrating Hispanic Heritage Month and inform leaders of the [Council’s Own](#) Patch option.

October

- With Volunteer Support Coach, contact any new leaders with Spanish speaking parents to help with translation.
- Connect with the [Council Multicultural Team](#) to discuss resources and opportunities for support throughout your community.

November

- Work with Communication Specialist to review upcoming Service Unit communications.
- Join the [Bilingual Specialist Rally on Rallyhood](#) and engage in discussions about your role.

Events

Events Manager

Council Support – Volunteer Support Team, volunteerlearning@girlscoutsaz.org

September

- Promote [World Thinking Day 2027](#) throughout the Service Unit.
- Seek opportunities to collaborate on events with neighboring Service Units.
- [Check out the SU Events Directory](#) for ideas and resources for successful events. [Add your own resources](#), too!
- Attend the Event Planning Community on Sept. 29.
- Review your Service Unit plan of events. Ensure the following are included in the upcoming year:
 - Girl-led opportunities for IGMs
 - Girl-led events for both D/B/J and C/S/A groupings
 - A variety of outdoor opportunities for all girl levels

October

- Work with troops to plan investiture and rededication ceremonies.
- Host a Juliette Gordon-Lowe Birthday celebration.
- Consider opening an event to the entire council. Use the [SU Program and Event Promotion](#) form to advertise.

November

- Regularly review the council [Events Calendar](#) to reduce event conflicts and encourage participation in non-conflicting council events.
- Review [Brand Marketing & Publicity Guidelines](#) to assist Event Coordinators in marketing their events.
- Schedule a meeting with the Finance Specialist to check-in on the Service Unit Events budget and adjust as needed.

Event/Encampment Coordinators

Council Support – Reservations Specialist, reservations@girlscoutsaz.org; Volunteer Support Team, volunteerlearning@girlscoutsaz.org

September

- Contact our [Reservations Specialist](#) to ensure all information is accurate on any upcoming events on council properties.
- Watch the [Creating Impact with Special Events and Programs – Rallyhood Webinar](#) to learn about how this new platform may enhance your event.

October

- Ask new adult volunteers to get involved in event planning. Invite them to participate on your event planning committee as a short-term commitment. This is a great way to engage new volunteers!
- Add your event or previous events to the [Event Directory](#) for other Service Units to utilize ideas.

November

- Consider using Rallyhood for your event promotion and/or registration.
- View Rallyhood “How-To” videos on [Quick Events](#) and [Special Events](#) to determine how to leverage Rallyhood in the future.

Outdoor Advocate

Council Support – Outdoor Program Team, op@girlscoutsaz.org; Volunteer Support Team, volunteerlearning@girlscoutsaz.org

September

- Review the [Outdoor Education Team Rally Sign-Ups](#) to assist with trainings, encampments, and look for upcoming events to promote.
- Promote outdoor training opportunities:
 - Sept. 12 | [Blended: Troop Camp Certification Level 2 \(TCC2\) \(Phoenix\)](#)
 - Sept. 12 | [Blended: First Aid/ CPR Course \(Phoenix\)](#)
 - Sept. 12 | [Blended: Babysitting Course \(Phoenix\)](#)
 - Sept. 12 | [Archery Level 1 Refresher Course \(Phoenix\)](#)

October

- Attend the Outdoor Education meeting on Oct. 8. Find more details on Rallyhood by joining the [Outdoor Education Team Rally](#).
- Promote outdoor training opportunities:
 - Oct. 2-4 | [Wilderness First Aid Course \(Shadow Rim\)](#)
 - Oct. 3 | [Blended: Troop Camp Certification Level 2 \(TCC2\) \(Phoenix\)](#)
 - Oct. 17 | [First Aid/CPR \(Phoenix\)](#)

November

- Review the [Outdoor Education Team Rally Sign-Ups](#) to assist with trainings, encampments, and look for upcoming events to promote.
- Promote outdoor training opportunities:
 - Nov. 21 | [Blended: Troop Camp Certification Level 2 \(TCC2\) \(Phoenix\)](#)

Product Program

Council Support – Product Program Team, productprogram@girlscoutsaz.org

September

Fall Product Manager

- Check in with Fall Product Team regularly to offer support and coordinate efforts.
- Communicate Fall Product dates throughout Service Unit
 - Sept. 24 – Fall Product volunteer access opens to M2
 - Oct. 1 – Fall Product sale begins
 - Nov. 14-22 – Fall Product Delivery to all Service Units
 - Nov. 15 – Fall Product Sale Ends
 - Nov. 17 – Fall Product Girl Rewards Selection Deadline
- Service Units with a girl participation of 60% or higher at the end of the program will receive \$200 via ACH.

Fall Product - Rally Specialist

- Host Service Unit Fall Rally – Incentive is \$150.

Fall Product - Training Specialist

- Host a Fall Product training event for troop leaders in your Service Unit.
- Coordinate with Volunteer Support Coach to provide extra support to new troop leaders for Fall Product Sale. Offer an M2 training specifically for new troop leaders.

Fall Product – IGM Specialist

- Communicate Fall Product sale details out to IGMs.

October

Cookie Program Manager, Cookie - Training Specialist, Cookie - eBudde Specialist, Cookie - IGM Specialist

- Attend Council Cookie Training.
 - Look for welcome email at the beginning of October.
- Host a Cookie training event for troop leaders in your Service Unit.
 - The Product Program Team can attend these meetings to provide support. Please email charvey@girlscoutsaz.org.
- Coordinate with Volunteer Support Coach to provide extra support to new troop leaders during the Girl Scout Cookie Season. Offer eBudde and Digital Cookie training specifically for new leaders.

November

Fall Product - Girl Reward Specialist

- Ensure Girl Rewards are selected by Nov. 17.

Fall Product - Delivery Specialist

- Plan for Metro Phoenix and Extended Area delivery of Fall Product.
 - Nov. 14-222 – Fall Product Delivery

Cookie - IGM Specialist

- Communicate Girl Scout Cookie Program details to IGMs.

Management

Communications Specialist

Council Support – Volunteer Support Team, volunteerlearning@girlscoutsaz.org

September

- Share out the call for volunteers to help with the Girl Scout Mobile Building Space (GSMBS).
 - We're looking for volunteers who:
 - Have experience in skilled trades, construction, STEM, or technical fields
 - Can connect us with businesses and industry professionals
 - Enjoy mentoring and inspiring the next generation
 - Committee members are asked to:

- Attend meetings when possible
 - Participate in at least 2 of 4 quarterly events each year
 - Register as a Girl Scout member and follow GSUSA and council policies
- Interested or know who might be? Contact Glenn Carson - Senior Director, Girl and Outdoor Program - gcarson@girlscoutsaz.org
- Meet with the Service Team to develop a communications plan for any events in the upcoming months.
- Remind troops to update their meeting details and affiliations using the [Meeting Detail Update Form](#).
- Communicate about the new Volunteer Support Office Hours to all volunteers within your Service Unit. Encourage anyone with questions to sign up for upcoming dates.
- Upload photos of the volunteers in your Service Unit to be featured at the 2026 Volunteer Recognitions and Awards Ceremony. Invite others to share their photos of volunteers in the last year as well. Upload here: <https://www.cognitoforms.com/GirlScoutsArizonaCactusPine1/ServiceUnitPhotos>
- Promote celebrating Hispanic Heritage Month and inform leaders of the [Council's Own Patch](#) option.

October

- Promote investiture and rededication ceremonies and share out with Service Unit.
- Consider sharing stories from your Service Unit for the MarCom Team to use in promotions by emailing stories@girlscoutsaz.org.
- Browse the [Rallyhood YouTube channel](#) to view helpful videos on how to maximize the impact of Rallyhood.
- If you haven't already, check out the [Rallyhood Admin User Guidebook](#) to determine how best to leverage Rallyhood throughout your Service Unit.

November

- Continuously check the [Events Calendar](#) to communicate opportunities out to the Service Unit.
- Work with the Registrar and Fall Product – Girl Reward Specialist to communicate cookie booth early registration eligibility to troops who sold Fall Product or met early registration incentives.
- Announce a Save-the-Date for VolCon 2027 on Jan. 9 at South Mountain Community College.
- Promote celebrating Native American Heritage Month and inform leaders of the [Council's Own Patch](#) option.

Registrar

Council Support – Customer Care Team, reghelp@girlscoutsaz.org

September

- Follow up with troops who have not yet renewed.
- Encourage troops to update their meeting details and affiliations using [Meeting Detail Update Form](#).
- Ensure that girls and adults have renewed their memberships to participate in the Fall Product and Girl Scout Cookie Program using Service Unit roster reports via Looker or from the council.
- Ensure that all active troops have two currently registered troop leaders.
- Coordinate with your CEM and Member Placement to ensure all new girls and volunteers are placed within your Service Unit.

October

- Work with your CEM to determine the lapsed member renewal plan.
- Help manage disbanded, merged, or split troops and guide leaders through the [Troop Transition Form](#).
- Encourage troops to update their meeting details and affiliations using [Meeting Detail Update Form](#).
- Continue to ask volunteers in your Service Unit if they know of any free meeting spaces. Help them complete the [Troop Meeting Locations form](#).
- Follow up with your CEM and the [Member Placement Team](#) to ensure all recruitment leads are entered, follow-ups are made, and new members are placed from the fall recruitment season.

November

- Work with the Finance Specialist to ensure all discontinued troops have been handled correctly.
- Coordinate with the Volunteer Support Coach to update the meeting details of new troops and ensure they are correctly entered in the Troop Catalog using Looker and the [Meeting Detail Update Form](#).

Finance Specialist

Council Support – Banking Coordinator: Karel Shoger, banking@girlscoutsaz.org

September

- Provide up to date Treasury Reports at monthly Service Unit meetings.

- [Submit your Service Unit Budget](#) by Sept. 30. This is new this year – contact your CEM with any questions.
- Follow up with troops who are not renewing and assist with the completion of final paperwork and finances, including the [Troop Transition Form](#).
- Work with the Volunteer Support Coach to help new troop leaders get started with their bank accounts throughout the summer/fall recruitment season. Share the [Opening a New Troop Bank Account](#) guide, [Troop Money Management Guide](#), and the [New Troop Bank Account Request](#) form.
- Check your access to your Service Unit Finance Records on BOX. Email volunteerlearning@girlscoutsaz.org with any issues or questions.

October

- Complete the new Service Unit Fundraiser Request for any money earning events at the Service Unit level.
- Provide up to date Treasury Report at monthly Service Unit meetings.
- Plan multiple finance trainings, workshops, or roundtable opportunities to support volunteers in your Service Unit throughout the year.
- Host a finance workshop for girls in your Service Unit to promote financial literacy.
- Work with the Volunteer Support Coach to ensure all new troop leaders are aware of the [Financial Assistance](#) page and the possibilities for support for families in their troops.

November

- Provide an updated Treasury Report at monthly Service Unit meetings.
- Review any final budgets from past events to make certain all funds were accounted for and balanced.
- Remind troops and offer support to prepare for the final Fall Product ACH.
- Review the [Banking](#) page and [Troop Finances](#) page on the GSACPC website to ensure you are updated on all policies and procedures.

Service Team Manager

Council Support – Service Unit Volunteer Manager: Emily Gesell, egesell@girlscoutsaz.org; volunteerlearning@girlscoutsaz.org

September

- Encourage Service Team Members to attend the monthly Service Team Leadership Series.
- Review what modules are available on gsLearn under [607 - Service Team Leadership Series](#) and [607 - Service Team Professional Development](#). Encourage Service Team Members to watch any that may be helpful to your team.

- Coordinate with your CEM to recruit new Service Team Members for any missing roles.
- Check-In with the Fall Product Program Team to offer support where needed.
- If you haven't done so, watch the [Service Unit Managers & Troop Leaders Rallyhood Admin Training](#) to begin leveraging Rallyhood throughout your Service Unit.

October

- Attend the quarterly Service Team Managers Touchbase on Oct. 15.
- Analyze membership numbers with Stretch Challenge in mind.
- Consider hosting the Interfaith Committee or Travel Committee at one of your Leaders/Volunteers Meetings
 - [Council Interfaith Support Sign Up Form](#)
 - [Council Global & Travel Support Sign Up Form](#)
- Strategize ways to increase attendance at your Leaders/Volunteers meetings. Ask your CEM about potential guest presenters and Girl Scout swag for incentives.

November

- Continue to connect the Service Team with virtual and/or in-person meetings. Now more than ever, it's important to keep the team connected and communicating.
- Plan a mid-year check in with the Service Team to analyze progress on the [Service Unit Plan of Work](#).
- Coordinate with your CEM to identify any Service Team Members who may need additional support in their roles and connect them with resources.