girl scouts heart of michigan

# Service Unit Fall Product Program Manager

**Position Summary:** The Service Unit Fall Product Program Manager (SUFPM) is a key volunteer leadership position that helps ensure the success of the Girl Scouts Heart of Michigan (GSHOM) Fall Product Program. Appointed by and accountable to the Membership Specialist and Product Program Specialist, the Service Unit Fall Product Program Manager works in partnership with GSHOM staff and volunteers to coordinate and implement a successful Fall Product Program for girls and adult volunteers.

Serving as the primary point of contact for Troop Fall Product Managers and troop leaders within the service unit, the SUFPM provides guidance, resources, and ongoing support throughout the program. This role is instrumental in fostering strong communication, encouraging participation, and helping troops navigate the Fall Product Program with confidence.

Beyond supporting the product program, the SUFPM plays an important role in helping Girl Scouts develop valuable life skills through entrepreneurship, including goal setting, decision making, money management, people skills, and business ethics. By empowering troop volunteers and promoting a positive program experience, the Service Unit Fall Product Program Manager helps Girl Scouts achieve their goals while supporting memorable troop experiences.

**Key Responsibilities:**

- Serve as the primary Fall Product Program contact for troop product managers and troop leaders within the service unit.
- Partner with the Membership Specialist and Product Program Specialist to implement the Fall Product Program.
  Provide guidance, training, and ongoing support to Troop Fall Product Managers.
- Communicate program information, deadlines, updates, and resources to participating troops.
- Assist with the distribution and collection of program materials and other program logistics, as needed.
  Encourage participation, recognize achievements, and promote a positive volunteer experience.
- Collaborate with GSHOM staff and fellow volunteers to ensure program goals are met.

## Term of Appointment:

This volunteer position is appointed by the Membership Specialist and Product Program Specialist and serves a one-year term. The appointment is subject to an annual evaluation, with the opportunity for reappointment based on performance and continued interest in serving.

## Impact of the Role:

The Service Unit Fall Product Program Manager is an essential member of the Girl Scout volunteer team, helping girls build confidence, leadership, and entrepreneurial skills while ensuring a successful and rewarding Fall Product Program for every participating troop.