



BOY SCOUTS OF AMERICA®

NORTH FLORIDA COUNCIL

Unit Membership Coordinator Position Description

Overview

Assist your unit in welcoming and onboarding new families to the Scouting experience throughout the year.

Responsibilities

- Ensure your unit does summer activities to keep Scouts connected. Host a back-to-the-unit event in late summer with school about to start.
- Attend your District's Fall Recruitment Kickoff – June or July
- Coordinate completion and submission to your local Professional of your unit info sheet prior to your District Fall Recruitment Kickoff.
- Develop and promote a peer-to-peer recruitment strategy for the unit and submit your card order form by July 25th.
- Update and manage your unit's pin at www.BeAScout.org. Respond to inquiries for more information and to join.
- Make sure your unit has an impressive presence at your school's open house/meet the teacher and sign up night.
- Ensure prompt delivery of applications and fees to the Scout Service Center.
- Within a week of your sign up night, host a fun, informative parent orientation to further welcome families and recruit leaders.