

**Desired Outcome:**

1. Program Consultant will understand the responsibilities of the job
2. Program Consultant will learn the uniqueness of the Service Unit
3. Program Consultant will begin specific tasks as assigned by the Service Unit Manager

**Progression Cycle:**

1. Service Team Program Consultant is appointed by the Service Unit Manager
2. Service Unit Manager orients the Program Consultant within one month of appointments. The Membership, Volunteerism and Program Department will assist the Service Unit Manager, if necessary
3. Service Unit Manager returns the Program Consultant's needs assessment to the Volunteerism Manager

**Consultant Orientation Checklist:**

Service Unit Manager should complete this checklist with the consultant during the Orientation

<b>Topic</b>	<b>Reference</b>
_____ Welcome to Girl Scouting	<i>Volunteer Policies</i> pages 9, 10
_____ Overview of Girl Scouting	<i>Consistent Messages</i> pages 7, 8
_____ Position Description	Service Team Form 013-VM
_____ Service Team and Service Unit Agenda	Service Team Meeting Guidelines
_____ Consultant Checklist	Blue Book of basic documents
_____ Safety Standards for: Adult Leadership Troop Organization Meeting Sites Specific Activity	Service Unit Manager Guide for Troop consultant
_____ GSUSA Policies	
_____ Current Service Unit Roster	
_____ Resources of Service Unit	