

The Service Unit Public Relations Representative Self-Assessment form is used by the Service Unit Public Relations Representative in partnership with the Service Unit Manager at the end of the program year. The purpose is to assess the comfort level with the position in order to determine the needs for specific educational sessions.

**Please evaluate yourself on the items below:**

1. Have you taken the necessary educational sessions for this position? \_\_Yes \_\_ No When: \_\_\_\_\_

2. Have you completed the online background check?  Yes  No

3. What are three things that you have mastered this year?

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4. What are three things that you would like to put more emphasis on?

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5. Please list the areas in which you feel that you still need assistance.

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6. Other positions you would like to experience.

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**Please rate yourself 1 to 5 (1 = Not At All; 5 = Quite Well) I am able to:**

- \_\_\_ Set goals
- \_\_\_ Communicate the purpose and goals of Girl Scouting to local communities
- \_\_\_ Promote annual Cookie Program with the local media
- \_\_\_ Be the contact person for local news media
- \_\_\_ Promote Girl Scout events
- \_\_\_ Problem solve
- \_\_\_ Inform GSCB of activities in the community that may provide opportunities for visibility
- \_\_\_ Send record of items printed in newspapers or aired on the radio/TV to GSCB
- \_\_\_ Collect information from Troops for GSCB publications
- \_\_\_ Promote Fund Development
- \_\_\_ Interpret GSCB and National policies
- \_\_\_ Promote GSCB and National programs
- \_\_\_ Follow-up
- \_\_\_ Communicate (oral and written)
- \_\_\_ Ensure that Girl Scouting is offered to all girls
- \_\_\_ Promote retention of girls
- \_\_\_ Promote retention of adults