Date of Review:_____

SERVICE UNIT PRODUCT SALES COORDINATOR - BE A READER (B.A.R.) SELF-APPRAISAL Check (\checkmark) one:

Check (✓) one:____ New____ Experienced

Name:_____

The service team implements and evaluates ways to provide and maintain Girl Scouting within a designated community. The service team is appointed by and is accountable to the service unit manager and the field director.

Service Unit _____

<u>Ratings</u>

Please <u>circle</u> the appropriate category. **Explain ratings below 2.**

- 1 = needs improvement
- 2 = meets expectations
- 3 = exceeds expectations

Return this appraisal to SUM or Field Director by June 30. Thank You

ACCOUNTABILITIES		<u>Rati</u>	NGS		
	Took appropriate training for the position and kept my knowledge current at all times.		1	2	3
	Found a location to hold training for troop B.A.R. chairs and troop leaders.		1	2	3
	Contacted membership coordinator for troop updates. Contacted ALL troop leaders to verify which troops were participating in the sale <u>and</u> to give them training date, location, and time.		1	2	3
	Trained all troop leaders and B.A.R. chairs. Followed up on those who did not attend, and trained them individually as needed.		1	2	3
	Collected troop order envelopes and payments and turned them all in to the council office by the deadline.		1	2	3
6.	Received recognitions for troops and distributed them immediately.	1	2	3	
7. /	Attended service team and service unit leader meetings.		1	2	3
	Adhered to and promoted National and council policies, standards and procedures.		1	2	3

Please circle your satisfaction in the job: least 1 2 3 4 5 greatest

9. My strengths as a service team member are:

10.	In order to accomplish the responsibilities of this position and assist the service unit, I need the following
	help:

Please check (\checkmark) one of the following:

- o Recommended for reappointment to current position
- o Recommended for the following position:
- o Not recommended for reappointment
- o Will not continue

Comments:

Service Team Member

Service Unit Manager

Field Director