



## **Unit Friends of Scouting Coordinator Position Description**

Volunteer Support: District Friends of Scouting Chair  
Staff Support: District Executive

- Work with your Family Friends of Scouting Chair and District Executive to set your unit's goal.
- By November 1, contact your unit leader and committee to schedule the date for your FOS presentation. Presentations should occur by April 30 at a family event (pack Blue and Gold or troop Court of Honor). Report your unit's presentation date, time, and location to your Family FOS Chair or District Executive
- One month prior to the presentation, contact leaders, families, and alumni to support the campaign presentation, announce the unit's goal and build awareness, enthusiasm, and commitment. Examples: unit website, email, letter, or newsletter. (Templates provided).
- At the presentation, provide a warm introduction for the FOS presenter and assist with the presentation and physical arrangements. Presentation should be at the beginning of the event. Set the pace, and publicly make the first Friends of Scouting gift. Track event attendance compared to your unit roster and the pledge cards received. Announce progress toward goal and thank families.
- Within two weeks, personally follow-up with absent families and those who did not return a pledge card. Ask them to give. Turn-in those pledge cards to your Family FOS Chair or District Executive. Continue to follow-up until every family has the opportunity to give.