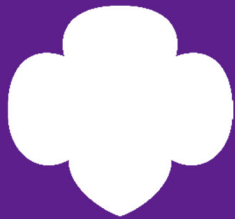


Service Team Monthly Overview April 2026



The purpose of this resource is to provide you with an overview of each volunteer position within the service unit so that you can stay updated with what everyone is focusing on during this month. This overview should be used in conjunction with your service unit's annual plan so that you can customize resources and ideas to meet the specific needs of your service unit.

TIP OF THE MONTH

- April is Volunteer Appreciation Month, making it the perfect time to intentionally recognize the adults who make the Girl Scout experience possible! Recognition does not need to be elaborate to be meaningful; often, a sincere thank-you and acknowledgement of someone's effort can go a long way! This month, focus on one simple act of appreciation: choose a volunteer and recognize something specific they've done to support girls or the Service Unit. When volunteers feel seen and valued, they're more likely to stay engaged and continue building a strong Girl Scout community.

SERVICE UNIT MEETING

- Welcome new leaders to the service unit meeting. Service Unit Leadership should invite at least one new leader to SU Meeting personally. Introduce them to the Service Unit Team.
- Provide networking opportunities during service unit meetings.
- Promote nominations for Volunteer of the Quarter. [Awards & Recognitions | Girl Scouts of Western Ohio](#)
- Promote Early Bird Renewal. The campaign kicks off on April 15 and runs through May 31, 2026. Finalize plans to offer an Early Bird service unit incentive. Hand out Early Bird troop flyers to troop leaders to be distributed to girls.
- Promote Extended-Year Membership for new girls and adults, which is available April 1 – July 31, 2026.
- Promote Daisy Launch plans for the Service Unit.
- Debrief Girl Scout Week activities (if applicable).
- Discuss and begin planning for a bridging event.
- Promote GSWO and Service Unit summer program opportunities.
- Promote the America250 Patch Program: [America250](#)
- Treasurer provides updates on service unit finances and upcoming end-of-year financial reports.
- Begin discussion about upcoming Service Unit Annual Planning and dates to meet. Service Unit Annual Plans are due 6/30/2025.
- Treasurer provides update on service unit finances. The treasurer should encourage everyone to submit receipts for SU events. SU Finance reports are due 6/30/2026.
- April Roundtable: In Person by region Planting with Purpose- Annual Planning! In this session, we will explore the process of annual planning for service units and reflect on the past year of roundtable meetings, what went well, what could be improved, and how we envision our gatherings moving forward. [Roundtable | Girl Scouts of Western Ohio](#)

SERVICE UNIT CHAIR

- Review progress towards service unit goals and involve the service unit in planning methods to reach year-end goals.
- Finalize plans on how the service unit will celebrate Volunteer Appreciation Month, Week, Day.
- In partnership with the GSLE Chair, reach out to first year troop leaders to provide support.
- In partnership with the Data Chair and Volunteer Experience Specialist, develop a plan to call troops for Early Bird.
- Submit a highlight for Service Unit Spotlight: <https://form.jotform.com/93245930856162>
- In partnership with your Recruitment Chair and Recruitment Specialist, finalize plans for spring recruitment, including Daisy Launch.
 - Think of events you can invite the new Daisies and their families to over the summer to meet the SU.
- Continue to identify possible new service team and committee members with the service team that can be recommended for appointment by your council staff.
- Support troops in the importance of troop record keeping, including financials. Troop finance reports are due June 30, 2026.
- Mark your calendar for the next in-person roundtable meeting in April! In this session, we will explore the process of annual planning for service units and reflect on the past year of roundtable meetings, what went well, what could be improved, and how we envision our gatherings moving forward. RSVP here: [Roundtable | Girl Scouts of Western Ohio](#)

GSLE CHAIR

- Review service unit Looker reports and discuss with the service team.
- Connect troops with a mentor or “sister troop”; consider having age-level breakout groups during service unit meetings. [New Leader Mentor Guide](#)
- Inform leaders of Grade Level Guidance resources on gsLearn.
- Identify bridging girls and troops and offer support with resources and requirements.
- Encourage participation in Summer Overnight and Day Camp opportunities.
- April is Volunteer Appreciation Month, with April 22nd being Volunteer Appreciation Day.
- Utilize the [Service Unit Event Planning Guide](#).
- Begin thinking about annual planning: What events or training could you bring to the service unit?
- Mark your calendar for the next in-person roundtable meeting in April! In this session, we will explore the process of annual planning for service units and reflect on the past year of roundtable meetings, what went well, what could be improved, and how we envision our gatherings moving forward. RSVP here: [Roundtable | Girl Scouts of Western Ohio](#)

DATA CHAIR

- Review Service Unit Looker reports and discuss with the service team.
- Build excitement and educate service unit about Early Bird and Extended Year Membership.
- In partnership with the Service Unit Chair and Volunteer Experience Specialist, develop a plan to call troops for Early Bird.
- Ask troops to update their troop information such as meeting days, times, and how many girls they are accepting: <https://form.jotform.com/81915189999177>

- Identify at-risk troops/disbanding troops. Inform Volunteer Experience Specialist. Work with troops to find new leadership or new troops for girls to join.
- Mark your calendar for the next in-person roundtable meeting in April! In this session, we will explore the process of annual planning for service units and reflect on the past year of roundtable meetings, what went well, what could be improved, and how we envision our gatherings moving forward. RSVP here: [Roundtable | Girl Scouts of Western Ohio](#)

RECRUITMENT CHAIR

- **Extended Year Membership** (April 1 to June 30)
 - Girl: \$91 Adults: \$45
 - This allows girls or adults to be members for 16 months, from April 1, 2026, to September 31, 2027. This option gives families a one-time incentive to start Girl Scouts in the spring and continue participation in the fall for a troop experience.
 - To prepare for incoming members, we ask troops to tell us if they are accepting new members by completing jot form (<https://form.jotform.com/81915189999177>)
- Support Daisy Launch Recruitment.
 - Girls entering Kindergarten next year can join Girl Scouts starting April 1st.
 - Support recruitment, leader onboarding, and new families during this time. Ask your Recruitment Specialist how you can help!
- Connect with graduating Ambassador troop leaders
 - Begin disbanding process.
 - Promote Young Alum Lifetime Membership (\$200)

SERVICE UNIT FALL PRODUCT COORDINATOR

- It is Early Bird Time! Most Early Bird troops participate in Fall Product so it's a great time to remind them about the cookie bonus.
- Don't forget to Early Bird register yourself! Even lifetime members must renew their roles if returning.

SERVICE UNIT COOKIE COORDINATOR

- Remind troops that final deposits into troop accounts should happen by April 2nd and any financial concerns paperwork should be submitted.
- Final ACH withdrawal for balance is on April 16th.
- Rewards will begin shipping by the end of May. Updates will be provided as more information is available.
- Prepare troops for Early Bird registration. Don't forget to Early Bird register yourself! Even lifetime members must renew their roles if returning.
- Share troops successes! Find out where they are using their cookie funds and help celebrate the end of the season.