



Group Popcorn Job Description

- Appointed by the Group Commissioner
- Appointed on a yearly basis
- Reports to the Area Commissioner and Area Popcorn Coordinator
- A registered member of Scouting ** This person will be in the presence of youth, access to their personal information and handling Scouting funds; therefore must be accountable under BP&P's.
- Must have internet access and be familiar with the workings of a database. Training of the TEOS system is available upon request to the Area Popcorn Coordinator.
- Organizational skills to track sales and necessary forms
- Positive communication skills within the Group (volunteer members and youth), parents and public.
- Ability to contact parents, Scouts and popcorn customers by telephone, letter and email
- Motivate everyone associated with the sale (leaders, youth, parents) by holding a Group popcorn kick-off
- Promotes the Rewards program with Scouts
- Informs the parents of each Scout how monies from the sale is used
- Promotes use of uniforms and safety in selling
- Accumulates individual order forms and orders product as a Group on the TEOS
- Organizes volunteers to pick-up product from warehouse distribution point
- Ensure product payment is issued by Group to present at warehouse pick up
- Attend fundraising related meetings regarding Popcorn presented by Area / Council.
- Promote Scout Popcorn as a Group Fundraising Activity within the Group while adhering to all Scouting BP & P's
- Coordinators Show 'n Sell and schedules locations (ex. Gain approval from local grocery store to sell popcorn, recruit Scouts to fill shifts)