

The Service Unit Auditors Self-Assessment form is used by the Service Unit Auditors 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?

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

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

6. Other positions you would like to experience.

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

- ___ Set goals
- ___ Assist Leaders with the set up of bank accounts
- ___ Instruct Leaders in the use of Detailed Cash Records (DCR)
- ___ Promote accurate and timely financial reporting
- ___ Review DCR for accuracy and completeness
- ___ Problem solve
- ___ Oversee disbursements of funds for disbanding Troops
- ___ Audit Service Unit financial records
- ___ Complete and file summary DCR and summary of Service Unit finances annually
- ___ Report of club/organization donation (305-FM)
- ___ 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