

**2018 Unit Camp Card Chair Job Description**  
**Circle Ten Council, BSA**

1. Ensure your unit is signed up for the 2018 Camp Card Sale by February 2<sup>nd</sup>
2. Attend the Council Camp Card Kickoff on February 8<sup>th</sup> and hear information on:
  - a. Setting your unit's "sales calendar and schedule"
  - b. How to set a challenging sales goal for your unit that pays for the unit's camp and program needs and ENTHUSIASTICALLY promote the sale – to both youth and parents
  - c. Understanding and communicating the impact your unit's participation has on Scouting at all levels (Boy/Parent level, Unit level, and Council level)
  - d. Understanding the sale deadlines, unit incentives, youth incentives, and how to fill out the paperwork/tracking forms
  - e. Setting up locations for the unit to sell Camp Cards and encouraging door-to-door sales
3. Teach and practice the sales script with your Scouts. Use the Michael Beck sales training techniques
4. Reconcile unit account by May 11<sup>th</sup>.

This includes:

  - a. Collecting all money for cards sold
  - b. Collecting all unsold cards
  - c. Ensuring everything is turned in on time to Circle Ten Council
  - d. Submitting unit Top Sellers online via Circle Ten Council website

**Reminder! Your unit keeps the commission on the front end; 100% of unsold cards must be collected and turned in with payment; units are responsible for payment of any unsold cards not returned.**

**All Camp Card materials can be found at**  
<http://circleten.org/camp-card>