

Unit Popcorn Kernel Position Description

The unit popcorn kernel is responsible for the overall organization and implementation of the unit's popcorn sale. This person ensures promotion, timely processing of unit popcorn & prize orders, popcorn pick-up, and popcorn payment. Duties include:

Attend Council Kick-off

- Gather popcorn information, materials and ask questions

Develop a Plan

- Establish Show-N-Sell sites working in cooperation with unit parents and leaders.
- Set a site area for Take Orders, such as a housing development.

Stay Informed

- Read our What's Poppin' newsletter on a weekly basis
- Participate in educational webinars

Set Goals

- Determine an overall sales goal for the unit and goal per Scout

Promote & Motivate

- Market to parents with flyers and weekly emails throughout the sale
- Schedule a unit kick-off meeting to distribute popcorn materials and to get your Scouts excited for this sale

Record Keeping

- Organize accurate records for sales, prizes earned and payments due and made by the Scouts in your unit

Product Organization

- Keep track of placing orders, picking up popcorn, distribution of popcorn to Scouts, participate in popcorn swap as needed and return excess popcorn, if necessary, for your unit.

Scout Incentives

- Work with Scouts to choose a prize level goal, order prizes and distribute rewards upon delivery

Recruitment

- Seek adult volunteers as needed
- Determine within your unit who the next Popcorn Kernel will be and pass communicate any necessary information to them to them for future sales, as needed.

Have Fun!