Position Description 2013-2014

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girl scouts

POSITION TITLE: **Girl Scout Troop/Group Leader and/or Co-Leader**
APPOINTED BY: **Program & Membership Development Coordinator**
RESPONSIBLE TO: **Program & Membership Development Coordinator**
PURPOSE OF POSITION: **To provide leadership opportunities for girls**

I agree and understand by my signature below to:

1. Serve as a positive role model for girls and a strong Girl Scout representative in the community.
2. Accept all girls regardless of race, ethnicity, socio-economic status, religion, ability, or time of year.
3. Adhere to GSEWNI and Volunteer Essentials regarding troop size with two adults, as follows:
   Girl Scout Daisy – 12 girls; Girl Scout Brownie – 20 girls; Girl Scout Junior – 25 girls;
   Girl Scout Cadette – 25 girls; Girl Scout Senior – 30 girls; Girl Scout Ambassador – 30 girls.
   I understand the troop may only be considered "full/closed" when these standards have been met.
4. Attend service area meetings, trainings, and troop meetings.
5. Register returning troop members no later than October 1. Register new members within two weeks.
6. Partner with girls and adults using Girl Scout program in planning and evaluating activities and help them to develop skills.
7. Provide for the safety and security of girls by using Volunteer Essentials and Safety Activity Checkpoints as a guide for planning and implementing activities.
8. Follow GSEWNI policies, procedures, and support council fund raising efforts.
9. Encourage and offer girls the opportunity to participate in service unit, council, and community service events.
10. Cooperate and communicate with other troop adults, encouraging family participation.
11. Involve parents in troop financial planning and encourage the appropriate use of council opportunity fund.
12. Provide sound money management and submit the financial reports as required.
13. Turn in troop funds and supplies to your Program & Membership Development Coordinator upon resignation.
14. Complete paperwork and reports in a timely manner.

QUALIFICATIONS:

1. Genuine interest in girls: understand them and respect their individual differences
2. Willing to train for the position
3. Must be at least 18 years old
4. Subscribe to the principles of the Girl Scout movement and Every Girl, Everywhere
5. Register with Girl Scouts of the USA
6. Be able to perform as a strong supportive team member with other council volunteers and staff

BENEFITS:

1. Positive girl/adult relationships
2. Skill training provided by Girl Scouts Eastern Washington and Northern Idaho
3. Ongoing support and guidance from administrative volunteers
4. Additional resource materials and assistance available as needed

TERM: One year

I have read and understand the position description above and I am willing to serve in the capacity beginning _____ through _____. I understand that if I do not carry out my duties as described, I may be released from this position before my term is completed.

Name (print): _____ Date: _____

Signature: _____ Troop #: _____

Endorsement by Program & Membership Development Coordinator: _____