

GIRL SCOUTS – DIAMONDS OF ARKANSAS, OKLAHOMA, AND TEXAS
VOLUNTEER POSITION DESCRIPTION

VOLUNTEER POSITION: **TROOP, GROUP, OR ASSISTANT LEADER**

PURPOSE OF POSITION: Provide direction and support to girls through program emphasis of the Girl Scouts of the United States of America organization.

ACCOUNTABILITY: Appointed by and accountable to the Service Unit Director (SUD) and Membership and Marketing Specialist for a one year term (October 1 – September 30)

QUALIFICATIONS:

- Must be in good standing with Girl Scouts – Diamonds of Arkansas, Oklahoma, and Texas.
- Be a registered adult member of Girl Scouts of the United States of America (GSUSA) and have a Volunteer Application / Criminal Background Check on file at the Council.
- Accept and adhere to the purpose and principles of the Girl Scout movement and the goals of GSUSA and the Diamonds Council.
- Ability and willingness to make decisions, delegate responsibility and work with adults from diverse backgrounds.

RESPONSIBILITIES:

- Complete Volunteer Essentials training before meeting with troops for the first time
- Ensure that all girls in the troop are registered members.
- Ensure that the troop’s adult members working directly with the girls or dealing with money have a current Volunteer Application/Criminal Background Check on file at the Council.
- Maintain a balanced set of program activities keeping in mind:
 - The Girl Scout Promise and Law
 - The long term outcome is that girls lead with courage, confidence, and character to make the world a better place
- Ensure that GSUSA and Council policies, standards, and procedures including but not limited to practices published in *Safety-Wise* are upheld.
- Meet with Troop on regular basis.
- Attend or arrange troop representation at service unit meetings
- Ensure troop financial records are maintained. Submit Troop Financial Report by May 31.
- Be familiar with Girl Scout Program resources available to volunteers and the girls served.
- Use effective communication skills
- Keep up to date on what is happening in Girl Scouts locally and nationally
- Provide the opportunity for girls to participate in service projects throughout the program year.
- Be familiar with the concepts inherent in Girl Scouting, such as girl/adult partnership, pluralism, and positive role models.

I understand and agree to the terms of the position as stated above.

Troop, Group, or Assistant Leader

Service Unit Director

Date