

GS - Diamonds of AR, OK & TX
2014-2015
Volunteer-in-Training Core Training
 Total training time: 7-8 Hours

The V.I.T. course is for Girl Scout Senior and Ambassadors who would like to mentor a Girl Scout Daisy, Brownie, Junior or Cadette group outside of the camp experience. This training course covers an extensive amount of information on various topics, all of which are crucial to meeting the objectives of the course. The coursework should take approximately 6-8 hours over the course of a multiple days and the V.I.T. project (working with a troop) needs to span a 3 to 6 month period.

LEARNING OBJECTIVES

By the end of the session, the participants will be able to:

- Describe themselves as leaders.
- Identify the three keys of the GSLE and explain what leadership means to them.
- Describe characteristics for younger girls and girl development.
- Understand group dynamics and learn how to manage groups effectively.
- Know how to facilitate journey activities with younger girls.
- Understand how to create high quality experiences.
- Apply safety checkpoints to activities they facilitate with younger girls and know how to identify and handle potentially unsafe situations.
- Create a program plan.
- Practice skills necessary to implement a program
- Complete 4 or more Journey sessions with younger Girl Scouts

TRAINING OUTLINE:

Time Estimate	Topic	Method	Resources, Equipment Needed
Complete several weeks/days	Prep work	Attend orientation with Council representative (in person or by phone) Ensure girl(s) have printed out V.I.T. girl booklet from Council website	<i>Supplies for activities</i>

prior to workshop		<p>Review all materials extensively; facilitator should be familiar with all subject matter and prepared to present with confidence</p> <p>Make copies of activity sheets (print double-sided & 3-hole punched), gather/pack supplies & resources</p>	
15 minutes	<p>Opening, Introduction</p> <p>Ice Breaker</p> <p>GS Promise & Law</p>	<p>Begin promptly at scheduled time!</p> <p>Welcome participants</p> <p>Explain your own experiences as a Girl Scout volunteer</p> <p>Go over the Learning Objectives and Course Requirements</p> <p>Ice breaker: Girl(s) will reflect on their own Girl Scout experiences and explain why they want to become a V.I.T.</p> <p>Girl(s) will recite the Promise and Law</p> <p>Questions to ask:</p> <ul style="list-style-type: none"> • Why does the Promise & Law matter to us as V.I.T.s? • Why do we need to know this? <p>Key answers: role model for younger girls, practice what you preach, good for group agreement.</p>	
10 minutes	What it Means to be a Volunteer-in-Training	<p>State: This course is designed to prepare you to work with groups of younger Girl Scouts and be a future Girl Scout volunteer or leader. This course is going to give you some great tools to make you a great V.I.T.!</p> <p>Review the process for becoming a Volunteer-in-Training</p> <ol style="list-style-type: none"> 1. Finds an adult volunteer mentor who is currently the leader/volunteer for a troop/group of girls at the level she'd like to work with. This volunteer will help her through her training and internship, and she'll help the volunteer with her group of girls for a 3 to 6 month period. 2. Completes the council-designed Volunteer-in-Training leadership course booklet. 3. Creates and implements a thoughtful journey project that lasts over 4 or more sessions. Volunteers-in-Training might also 	

		<p>help younger girls with a Take Action project. The Volunteer-in-Training is responsible for designing, planning, and evaluating the activities. If a girl is passionate about a topic such as art or technology she could design the activities around this topic.</p> <p>4. Girls must attend at least one council-designed enrichment program</p>	
10 minutes	Leader in You	<p>Ask: List characteristics of great leaders then describe your leadership qualities</p> <p>Key Answers:</p> <ul style="list-style-type: none"> • Leadership • FUN • role model • respectful • integrity • fair • sense of humor • good teacher • trustworthy • prompt • responsible • good listener • reliable • mentor <p>Ask: Are there any similarities?</p> <p>Activity: Have the girls complete defining me worksheet on pg 4 of girl booklet and discuss the pros and cons of being yourself and influenced by others</p>	<i>Page 3 of Girl Booklet</i>
20 minutes	The Girl Scout Leadership Experience (GSLE)	<p>Acquaint girl(s) with GSLE including outcomes</p> <p>Brainstorming questions:</p> <ul style="list-style-type: none"> • What do the keys mean to you? • How does using the keys make you a better leader in Girl Scouts? • What do the keys mean to younger girls? • How can they be leaders in their lives? • What can you do to guide young girls to become leaders? 	<i>Pages 5-7 of Girl Booklet</i>

30 minutes	Girl Development	<p>Review information about developmental characteristics of younger girls.</p> <p>Brainstorming question:</p> <ul style="list-style-type: none"> How would you change your interaction with girls at different age levels <p>Activity: Brainstorm and role play typical scenarios a V.I.T. may encounter when working with younger girls.</p>	<i>Pages 8-10 of Girl Booklet</i>
30 minutes	Group Dynamics	<p>Introduce group management techniques</p> <p>Activity: Have girl(s) role play and activity where a troop has to decide between tent camping vs. cabin camping. Have them list pros and cons to each. What did girl(s) decide? What is their reasoning?</p>	<i>Page 11 of Girl Booklet</i>
30 minutes	Journeys	<p>Have girl(s) become familiar with the journey series for other Girl Scout levels. Use Adult Guides as a starting point for activities.</p> <p>Have the girl(s) design and create a Journey activity that interests them. Does it relate to the three keys of the GSLE?</p> <p>Have the girl(s) prepare a response to the question “But we did this with Mrs. Smith, our troop leader already.”</p>	<i>Journey Adult Guides, Pages 12-13 of Girl Booklet</i>
60 minutes	High-Quality Experiences	<p>Have girl(s) practice engaging younger girls in the planning process through role playing activities</p> <p>Activity: “Trust Me!”</p> <ul style="list-style-type: none"> If only working with one girl, have her complete it at her next troop meeting. Have girl(s) answer questions in girl booklet. <p>Discuss characteristics that make a good Girl Scout leader/volunteer</p> <p>Read: “Why I’m a Girl Scout Leader” poem</p> <p>Discuss the differences of groups vs. teams Ask: Which is a Girl Scout troop? Why?</p>	<i>Pages 13-17 of Girl Booklet</i>
60 minutes	Safety Standards	<p>Go over safety guidelines and safety activity checkpoints</p> <p>Go over girl/adult ratios</p>	<i>Safety Activity Checkpoints, Volunteer Essentials, Pages 18-21 of Girl</i>

		<p>Activity: Have the girl(s) apply safety checkpoints on an activity they would like to plan</p> <p>Activity: Identify hazards in the “Safety Scene” activity in the girl booklet.</p> <p>Activity: Have the girl(s) then conduct a safety audit of a troop meeting location they are familiar with.</p> <p>**Girls should state in which resource they found the information and the page number**</p> <p>Ask:</p> <ul style="list-style-type: none"> • What type of shoes must you wear on a canoe trip? (boat shoes, closed- toe and nonslip hiking/sport sandals with heel strap, or water socks or shoes (no flip-flops) [Found under Canoeing] • How many adults must you have for a meeting of 15 Daisy Girl Scouts?" (<i>Volunteer Essentials</i>) **Discuss girl/adult safety ratios page 17** • What is the GS-Diamonds emergency phone number? 800-489-0457 (<i>Volunteer Essentials</i>) • What grade levels can participate in archery? (Archery is not recommended for Girl Scout Daisies and Brownies, Archery – Safety Activity Checkpoints) <p>(Note: More questions can be added as long as facilitator knows where to find answers)</p> <p>Discuss: So as you can tell we have a whole LOT of guidelines and procedures for almost every Girl Scout activity you can think of!</p> <p>Apply: So when do you think you should look in <i>Girl Scout Safety Guidelines</i>?</p> <p>Key Answer: Whenever we are planning any GS activity, always check the safety resources!</p> <p>Discuss: What is your role in helping keep younger girls safe emotionally and physically?</p>	<p><i>Booklet, Council Emergency Procedure cards</i></p>
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		Key answers: To minimize risks/dangers. Keeping the girls safe is primarily the duty of the responsible troop adults but you as a VIT should do what you can to ensure the safety of the participants and discuss with the adults any unsafe practices that you observe.	
60 minutes	Program Plan	Activity: Have the girl(s) brainstorm and begin to plan how they will lead a Journey session for younger girls. *Note: Planning the Journey program may take several mini-sessions	<i>Journey Adult Guides, Pages 22-23 of Girl Booklet</i>
30 minutes	Practical Experience	Identify <ul style="list-style-type: none"> • Personal goals • Interests, preferences and strengths Discuss Requirements for practical experience: <ul style="list-style-type: none"> • Four 1 hour Journey activity sessions completed over 3-6 months • Attendance at one Council enrichment course Discuss: <ul style="list-style-type: none"> • Guidelines for working with girls 	<i>Pages 24-25 of Girl Booklet</i>
15 minutes	Tips for Working with Adults	Ask: How many of you have worked on projects with adults? What role did you play? Was it difficult to work together? Why/why not? State: We adults are not always easy to work with are we? Sometimes we forget that you need direction from us and other times we think you need no direction at all! It is important for you to remember some simple tips to make it easier to work with us. Ask: What is one thing you will always remember when working with adults? (Always follow safety guidelines!)	<i>Page 26 of Girl Booklet</i>
20 minutes	Forms	<ol style="list-style-type: none"> 1. Adult Agreement Form 2. V.I.T. Note sheet 3. V.I.T. Activity Time Log and Enrichment Course Log 	<i>Pages 27-33 of Girl Booklet</i>

		<p>Emphasize: This must be submitted to the Council office for girl(s) to receive their V.I.T. award and pin</p> <p>4. V.I.T. Self Evaluation Emphasize: Complete this form after each V.I.T. activity. Be honest with yourself and use this as a tool to improve leadership and volunteer skills</p> <p>5. Leader Evaluation of PA Services (pg 39) Emphasize: Provide a copy of this form to each leader/volunteer you work with and ask them to fill it out, provide you with a copy and send the original to a Diamonds Council Program Specialist soon after your service is completed.</p> <p>6. Information Sheet Emphasize: Requirements for award completion</p>	
10 minutes	Review/questions	<p>Ask girl(s) "What is the most important thing you learned?"</p> <p>Ask girl(s) "What is the most useful thing they learned?"</p> <p>Ask girl(s) "What they are still unsure about?"</p>	
10 minutes	Evaluation	<p>Have the girl(s) evaluate the V.I.T. course.</p> <p>Submit to Diamonds Program Specialist within two weeks of completion</p>	<i>Pages 34-35 of Girl Booklet</i>