



# Council Advisory Team (CAT)

## **PURPOSE:**

The Council Advisory Team (CAT) is a select group of volunteers who are the voice from their regional areas, sharing/discussing information and issues with the Girl Scouts – Diamonds President/CEO and the 2<sup>nd</sup> Vice-Chair of the Board of Directors, and will be responsible for taking information back to their respective service units and sharing with the other members.

## **STRUCTURE:**

The Council Advisory Team membership term will officially start on October 1 of each year. (The beginning of the fiscal and membership year) Members may serve two (2) - two (2) year terms with a roll-off for a minimum of one year. Each service unit within a region may select one (1) adult and two (2) girl CAT members. It is encouraged that CAT members do not hold one of the three (3) key positions on the service unit team. The maximum number of adult and girl CAT members that a region can have is based on the number of service units in that region.

## **REQUIREMENTS FOR A COUNCIL ADVISORY TEAM MEMBER:**

- Candidates/applicants (adults and girls) must be currently registered members of Girl Scouts of the USA.
- Adult candidates/applicants must have a current approved background check on file with the council (every three years).
- Candidates/applicants must be in good financial standing with the Diamonds Council which includes no outstanding debt or financial reports.
- Adult candidates/applicants wanting to serve as the CAT member for their service unit may not hold one of the three (3) key positions on the service team: service unit director, service unit product sales manager and service unit treasurer. However, if a service unit does not have a candidate/applicant willing to serve except for one of the three key positions, the service unit may submit a letter of appeal to the 2<sup>nd</sup> Vice-Chair of the Board of Directors to approve of one of the three key positions to be the CAT member for their service unit.

## **SELECTION PROCESS:**

- Any registered adult or girl member (14 years and older) who meets the requirements may submit an application to their respective service unit or be recommended by a service unit team member by submitting an application as a recommendation for CAT.
  - Service unit teams may decide to have a live vote or draw from the pool of candidates (adults and girls) who have applied to be considered for CAT. This should take place after the Annual Meeting.
  - CAT members who are eligible to serve additional terms must still go through the selection process at the end of their first term and submit the required application with signatures if they choose to serve a second term.
  - Annually each service unit will review their current CAT representation to determine if any representatives' terms have expired and/or girls have graduated. Each region may select one (1) adult, and two (2) girls to be their CAT representation as outlined in the CAT term guidelines.
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- Submit application or confirm returning members to the President/CEO via email to [exeassist@girlscoutsdiamonds.org](mailto:exeassist@girlscoutsdiamonds.org) by September 15<sup>th</sup> of each year. **Form must be completed with all necessary signatures.**

#### **DUTIES OF THE COUNCIL ADVISORY TEAM MEMBERS:**

- CAT members will officially start their term October 1 of each year. Members may serve two (2) - two (2) year terms with a roll-off for a minimum of one year.
- CAT members will meet a minimum of three (3) times a year. The 2<sup>nd</sup> Vice Chair of the Board of Directors and the President/CEO will schedule a fall and spring CAT meeting in each region. The CAT will also convene during the Annual Meeting each year. CAT members are required to attend two (2) of the three (3) meetings.

#### **DUTIES OF THE COUNCIL ADVISORY TEAM MEMBERS**

- CAT members will be the voice from their regional areas, sharing/discussing information and issues with the Girl Scouts – Diamonds President/CEO and the 2<sup>nd</sup> Vice-Chair of the Board of Directors.
- CAT members will be responsible for taking information back to their respective service units and sharing with the other members.
- Every third year in October, one year prior to GSUSA National Convention, each CAT member that has served a year or more of their term has the opportunity to submit an application to be considered as a National Delegate. A select group of past National Delegates will review and score anonymous applications to identify the girl and adult National Delegates.
- A CAT member may be removed from their position by a vote of the Service Unit they represent. The 2<sup>nd</sup> Vice President of the Board of Directors and/or the President/CEO of the Girl Scouts - Diamonds Council can recommend to the service unit to remove the CAT member for not meeting the requirements and/or not performing the duties of their position. They may also be removed for not representing the service unit and/or the Council in a positive manner.