

Troop Leader/Co-leader/Assistant Leader

Summary: The Troop Leader is responsible for organizing girl-led activities for their troop that addresses Girl Scout interests and needs through the Girl Scout Leadership Experience (GSLE), the Journeys, *The Girl's Guide to Girl Scouting*, and customized local experiences. The nature of this position requires the individual to provide direct service to Girl Scouts, helping them to develop their leadership skills on an individual or group basis.

Term of Appointment: Troop volunteers will be appointed for one year, which is renewable upon completion of evaluation processes.

Supervised by: Troop volunteers report to the Membership Specialist (staff).

Support: Troop volunteers receive support, guidance and encouragement from the Service Unit Volunteer Coordinator, Program Consultant and the membership services staff. They have access to relevant learning opportunities and materials that prepare for and support this role.

Responsibilities:

- Work in a partnership with girls and adults to provide a girl-led environment where girls can discover themselves, connect with the others, and take action to make the world a better place through the Girl Scout Leadership Experience (GSLE).
- Ensure that the program offered aligns to the GSLE by utilizing journey books and *The Girls' Guide to Girl Scouting*, customized with additional local experiences.
- Serve as a positive example for girls by modeling positive attributes such as reliability, respect for others, inclusiveness, and a positive attitude.
- Organize fun, interactive, girl-led activities that address current issues involving girls' interests and needs.
- Communicate effectively and deliver presentations and information to the individual or group.
- Support and encourage girls in attaining desired goals and awards.
- Provide guidance and information to the parents or guardians of girls on a regular, ongoing basis through a variety of tools, including e-mail, phone calls, newsletters, and blogs.
- Follow service unit guidelines for receiving important information (i.e. meeting attendance, email distribution lists, webinars, conference calls, etc.) Pass all pertinent information along to troop members and families.
- Process and complete girls' membership registration and other paperwork according to Girl Scouts of the USA (GSUSA) and Girls Scout Council of Colonial Coast (GSCCC) policies and procedures.
- Manage the group funds according to GSUSA and GSCCC policies and procedures.
- Be guided in all actions by the Girl Scout Mission, Promise, and Law.
- Remain informed about and comply with the most current policies, procedures and guidelines of Girl Scout Council of Colonial Coast and Girl Scouts of the USA (GSUSA), including *Volunteer Essentials* and *Safety Activity Checkpoints*.

Qualifications/ Core Competencies:

- **Girl focus:** Empower girls to lead activities, learn by doing, and cooperate with others on current issues that involve their interests and needs, while having fun
- **Personal integrity:** Demonstrate dependability, honesty, and credibility
- **Adaptability:** Adjust, modify own behavior, and remain flexible and tolerant in response to changing situations and environments
- **Oral communication:** Express ideas and facts clearly and accurately in person and on the phone
- **Fostering diversity:** Understand, reflect and embrace differences
- **Computer Skills:** Ability to use email and internet required.
- **Other requirements include:**
 - Valid driver's license and safe driving record (if applicable)
 - Must become a registered member of GSUSA
 - Complete required coursework as assigned and provided by Girl Scout Council of Colonial Coast and GSUSA