

Individual Girl Member Liaison

Position summary: Inform and encourage Individual Girl Members to participate in activities to keep them engaged and involved with Girl Scouts.

Girl Re-engagement Coordinator

Position summary: Re-engage girls from disbanding troops by helping them find a pathway, troop or service unit that meets their needs and interests.

Volunteer Opportunity Advisor

Position summary: Help volunteers find a role in Girl Scouts that matches their interests and availability. The nature of this position requires the individual to provide indirect service to girls.

Travel Pathway Coordinator

Position summary: Connects and/or advises Girl Scout members with travel opportunities. He or she does not attend the trips, but provides expertise and logistical support to ensure successful travel. The nature of this position requires the individual to provide indirect service to girls.

Event Pathway Coordinator

Position Summary: Communicate Girl Scout event offerings in the region to the Individual Girl Liaison and service unit distributors. The nature of this position requires the individual to provide indirect service to girls.

Series Pathway Coordinator

Position Summary: Communicate series opportunities in the region to the Individual Girl Member Liaison and service unit distributors. Assist with coordination and development of volunteer led series offerings in region. The nature of this position requires the individual to provide indirect service to girls.

Highest Awards Support Liaison

Position summary: Answer questions and provide guidance to support girl members, volunteers or guardians interested in learning about earning the highest awards. The nature of this position requires the individual to provide direct and indirect service to girls

Governance Support

Position Summary: Promote, educate and engage members regionally in the governance process.



Individual Girl Member Liaison Regional Position Description

Position summary: Inform and encourage Individual Girl Members to participate in activities to keep them engaged and involved with Girl Scouts.

Supported by: Other Regional Positions

Term: Two (2) years; ability to renew

Reports to: Volunteer Support Coordinator

Responsibilities and Expectations:

- Provide girl members with a consistent message about Girl Scouts and all of the possible ways girls can participate in the Girl Scout Leadership Experience (GSLE).
- Monitor, facilitate and coordinate girl member involvement.
- Facilitate timely registration and placement of girls in desired program opportunities.
- Connect individual girl members to service units or troop activities.
- Collect and distribute current council and service unit event and program information to individual girl members.
- Be a member of all service unit email distribution lists within the region.
- Survey girl interests in the regions and advise service units of those interests.
- Year round commitment including meeting quarterly with other girl focused regional team members.
- Honor and live by the Girl Scout Law.
- Be a registered member in good standing, with current volunteer paperwork and background clearance on file.
- Affirm that the Girl Scout movement actively seeks members of every racial, ethnic, religious and socioeconomic group.
- Comply with Girl Scouts of the USA and Girl Scouts, San Diego-Imperial Council standards, policies, procedures and guidelines.

Qualifications and 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 and written communication:** Express ideas and facts clearly and accurately.
- **Foster diversity:** Understand, respect, and embrace differences.
- **Computer skills:** Access to e-mail and the Internet.
- **Additional requirements:**
 - Understanding of service unit and council-led events
 - Ability to interact well with girls and their families/guardians
 - Familiarity with assigned community

Troop # _____ SU # _____

Name _____

Street Address _____

City, Zip _____

Phone # _____

Cell Phone # _____

E-Mail _____

Girl Scout Law

I will do my best to be honest and fair, friendly and helpful, considerate and caring, courageous and strong, and responsible for what I say and do, and to respect myself and others, respect authority, use resources wisely, make the world a better place, and be a sister to every Girl Scout.

This agreement must be signed and returned to ...

I have read and understand the responsibilities of this position. I am a registered Girl Scout member in good standing and agree to do my best to uphold my responsibilities as a volunteer _____. I recognize this is a volunteer position and will not expect or accept any monetary compensation. If for any reason I cannot fulfill my tasks as detailed here, I will inform _____ immediately.

Signature _____

Supervisor: _____

Date _____

Thank you for volunteering!



Girl Re-engagement Coordinator

Regional Position Description

Position summary: Re-engage girls from disbanding troops by helping them find a pathway, troop or service unit that meets their needs and interests.

Supported by: Other Regional Positions

Term: Two (2) years; ability to renew

Reports to: Volunteer Support Coordinator

Responsibilities and Expectations:

- Coordinate with the service unit team to determine the status and needs of disbanded troops in the area.
- Form committees for support as needed.
- Maintain current knowledge of the Girl Scout program, pathways, and activities.
- Provide girl members with a consistent message about Girl Scouts and all of the possible ways girls can participate in the Girl Scout Leadership Experience (GSLE).
- Connect disbanded girls to a service unit, troops, or the Individual Girl Liaison.
- Be a member of all service unit email distribution lists.
- Collect and disseminate feedback from the disbanded troop to the volunteer support coordinator for the service unit.
- Year round commitment with a strong focus on the summer months.
- Honor and live by the Girl Scout Law
- Be a registered member in good standing, with current volunteer paperwork and background clearance on file.
- Affirm that the Girl Scout movement actively seeks members of every racial, ethnic, religious and socioeconomic group.
- Comply with Girl Scouts of the USA and Girl Scouts, San Diego-Imperial Council standards, policies, procedures and guidelines.

Qualifications and 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. Maintain confidentiality.
- **Adaptability:** Adjust, modify own behavior, and remain flexible and tolerant in response to changing situations and environments.
- **Oral and written communication:** Express ideas and facts clearly and accurately.
- **Foster diversity:** Understand, respect, and embrace differences.
- **Computer skills:** Access to e-mail and the Internet.
- **Additional requirements:**
 - Detail Oriented
 - Familiarity with assigned community
 - Be familiar with all of the pathways
 - Ability to interact well with girls
 - Previous Girl Scout volunteer experience

Troop # _____ SU # _____

Name _____

Street Address _____

City, Zip _____

Phone # _____

Cell Phone # _____

E-Mail _____

Girl Scout Law

I will do my best to be honest and fair, friendly and helpful, considerate and caring, courageous and strong, and responsible for what I say and do, and to respect myself and others, respect authority, use resources wisely, make the world a better place, and be a sister to every Girl Scout.

This agreement must be signed and returned to ...

I have read and understand the responsibilities of this position. I am a registered Girl Scout member in good standing and agree to do my best to uphold my responsibilities as a volunteer _____. I recognize this is a volunteer position and will not expect or accept any monetary compensation. If for any reason I cannot fulfill my tasks as detailed here, I will inform _____ immediately.

Signature _____

Supervisor: _____

Date _____

Thank you for volunteering!



Volunteer Opportunity Advisor

Regional Position Description

Position summary: Help volunteers find a role in Girl Scouts that matches their interests and availability. The nature of this position requires the individual to provide indirect service to girls.

Supported by: Other Regional Positions

Term: Two (2) years; ability to renew

Reports to: Volunteer Support Coordinator

Responsibilities and Expectations

- Establish, oversee and coordinate the efforts of the Volunteer Opportunity Committee as needed.
- Recruit, coordinate and orient other volunteer support mentors.
- Provide volunteers with consistent messaging regarding Girl Scouts, available opportunities, benefits of volunteering, and screening process.
- Be accessible to volunteers to support, provide advice and answer questions in-person or using online communication tools.
- Develop a working knowledge of all council and regional program offerings and available volunteer positions.
- Honor and live by the Girl Scout Law.
- Be a registered member in good standing, with current volunteer paperwork and background clearance on file.
- Affirm that the Girl Scout movement actively seeks members of every racial, ethnic, religious and socioeconomic group.
- Comply with Girl Scouts of the USA and Girl Scouts, San Diego-Imperial Council standards, policies, procedures and guidelines.

Qualifications and Competencies:

- **Personal integrity:** Demonstrate dependability, honesty, and credibility. Maintain confidentiality.
- **Adaptability:** Adjust, modify own behavior, and remain flexible and tolerant in response to changing situations and environments.
- **Oral and written communication:** Express ideas and facts clearly and accurately.
- **Foster diversity:** Understand, respect, and embrace differences.
- **Computer skills:** Access to e-mail and the Internet.
- **Additional requirements:**
 - Background in Girl Scouts helpful to understand troop dynamics; team building, working with people, customer service.

Troop # _____ SU # _____

Name _____

Street Address _____

City, Zip _____

Phone # _____

Cell Phone # _____

E-Mail _____

Girl Scout Law

I will do my best to be honest and fair, friendly and helpful, considerate and caring, courageous and strong, and responsible for what I say and do, and to respect myself and others, respect authority, use resources wisely, make the world a better place, and be a sister to every Girl Scout.

This agreement must be signed and returned to...

I have read and understand the responsibilities of this position. I am a registered Girl Scout member in good standing and agree to do my best to uphold my responsibilities as a volunteer _____. I recognize this is a volunteer position and will not expect or accept any monetary compensation. If for any reason I cannot fulfill my tasks as detailed here, I will inform _____ immediately.

Signature _____

Supervisor: _____

Date _____

Thank you for volunteering!



Travel Pathway Coordinator Regional Position Description

Position summary: Connects and/or advises Girl Scout members with travel opportunities. He or she does not attend the trips, but provides expertise and logistical support to ensure successful travel. The nature of this position requires the individual to provide indirect service to girls.

Supported by: Other Regional Positions

Term: Two (2) years; ability to renew

Reports to: Program Support

Responsibilities and Expectations

- Promote and support the travel pathway, including group travel, council trips, and Girl Scouts of the USA (GSUSA) *destinations*.
- Be a resource for troop leaders and individual girl members.
- Connect service units and troops interested in travel.
- Collect and disseminate travel information.
- Communicate with other regional pathway coordinators to promote travel opportunities to all of the girls in the region.
- Honor and live by the Girl Scout Law.
- Be a registered member in good standing, with current volunteer paperwork and background clearance on file.
- Comply with *CH 4: Safety-Wise and Safety Activity Checkpoints* standards and guidelines.
- Affirm that the Girl Scout movement actively seeks members of every racial, ethnic, religious and socioeconomic group.
- Comply with Girl Scouts of the USA and Girl Scouts, San Diego-Imperial Council standards, policies, procedures and guidelines.

Qualifications and 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 and written communication:** Express ideas and facts clearly and accurately.
- **Foster diversity:** Understand, respect, and embrace differences.
- **Computer skills:** Access to e-mail and the Internet.
- **Additional requirements:**
 - Demonstrated networking abilities
 - Knowledge of the travel business
 - Budgeting skills
 - Travel planning experience
 - Detail oriented
 - Ability to multi-task

Troop # _____ SU # _____

Name _____

Street
Address _____

City, Zip _____

Phone # _____

Cell Phone # _____

E-Mail _____

Girl Scout Law

**I will do my best to be
honest and fair,
friendly and helpful,
considerate and caring,
courageous and strong, and
responsible for what I say and do,
and to respect myself and others,
respect authority,
use resources wisely,
make the world a better place, and
be a sister to every Girl Scout.**

This agreement must be signed and returned to ...

I have read and understand the responsibilities of this position. I am a registered Girl Scout member in good standing and agree to do my best to uphold my responsibilities as a volunteer _____. I recognize this is a volunteer position and will not expect or accept any monetary compensation. If for any reason I cannot fulfill my tasks as detailed here, I will inform _____ immediately.

Signature _____

Supervisor: _____

Date _____

Thank you for volunteering!



Event Pathway Coordinator

Regional Position Description

Position Summary: Communicate Girl Scout event offerings in the region to the Individual Girl Liaison and service unit distributors. The nature of this position requires the individual to provide indirect service to girls.

Supported by: Other Regional Positions, Activity Consultants, Service Unit Managers

Term: Two (2) years; ability to renew

Reports to: Program Manager

Responsibilities and Expectations

- Communicate service unit and council events in the region.
- Encourage service units to combine resources and work together on events.
- Develop networking opportunities for event coordinators and include individual girl members.
- Maintain records on event trends which may include a working list of past events and contact information for more information about the event.
- Maintain a list of volunteers willing to help with events within the region.
- Communicate through a variety of social media groups related to the service units in the region as needed.
- Make initial contact with the teams of each service unit in the region; meet quarterly with the regional team; maintain records that can be passed on to the next person who holds the position.
- Honor and live by the Girl Scout Law.
- Be a registered member in good standing, with current volunteer paperwork and background clearance on file.
- Comply with *CH 4: Safety-Wise and Safety Activity Checkpoints* standards and guidelines.
- Affirm that the Girl Scout movement actively seeks members of every racial, ethnic, religious and socioeconomic group.
- Comply with Girl Scouts of the USA and Girl Scouts, San Diego-Imperial Council standards, policies, procedures and guidelines.

Qualifications and 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 and written communication:** Express ideas and facts clearly and accurately.
- **Foster diversity:** Understand, respect, and embrace differences.
- **Computer skills:** Access to e-mail, the Internet and electronic social media.
- **Additional requirements:**
 - Demonstrated networking abilities
 - Budgeting skills
 - Event planning experience helpful
 - Familiarity with electronic communication systems

Troop # _____ SU # _____

Name _____

Street Address _____

City, Zip _____

Phone # _____

Cell Phone # _____

E-Mail _____

Girl Scout Law

I will do my best to be honest and fair, friendly and helpful, considerate and caring, courageous and strong, and responsible for what I say and do, and to respect myself and others, respect authority, use resources wisely, make the world a better place, and be a sister to every Girl Scout.

This agreement must be signed and returned to the outdoor education manager.

I have read and understand the responsibilities of this position. I am a registered Girl Scout member in good standing and agree to do my best to uphold my responsibilities as a volunteer _____. I recognize this is a volunteer position and will not expect or accept any monetary compensation. If for any reason I cannot fulfill my tasks as detailed here, I will inform _____ immediately.

Signature _____

Supervisor: _____

Date _____

Thank you for volunteering!



Series Pathway Coordinator Regional Position Description

Position Summary: Communicate series opportunities in the region to the Individual Girl Member Liaison and service unit distributors. Assist with coordination and development of volunteer led series offerings in region. The nature of this position requires the individual to provide indirect service to girls.

Supported by: Other Regional Positions, Activity Consultants, Service Unit Managers, series volunteers.

Term: Two (2) years; ability to renew

Reports to: Program Manager

Responsibilities and Expectations

- Communicate volunteer-led, council and service unit series program offerings in the region.
- Encourage service units to combine resources and work together on series offerings.
- Ensure series offerings provide high-quality activities for girls and are aligned to the Girl Scout Leadership Experience.
- Maintain a list of volunteers willing to help out with series within the region and develop networking opportunities.
- Use any social media groups related to the service units in the region as needed.
- Make initial contact with the teams of each service unit in the region; meet quarterly with the regional team; maintain records that can be passed on to the next person who holds the position;
- Honor and live by the Girl Scout Law.
- Be a registered member in good standing, with current volunteer paperwork and background clearance on file.
- Comply with *CH 4: Safety-Wise and Safety Activity Checkpoints* standards and guidelines.
- Affirm that the Girl Scout movement actively seeks members of every racial, ethnic, religious and socioeconomic group.
- Comply with Girl Scouts of the USA and Girl Scouts, San Diego-Imperial Council standards, policies, procedures and guidelines.

Qualifications and 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 and written communication:** Express ideas and facts clearly and accurately.
- **Foster diversity:** Understand, respect, and embrace differences.
- **Computer skills:** Access to e-mail and the Internet.
- **Additional requirements:**
 - Demonstrated networking abilities
 - Budgeting skills
 - Event planning experience
 - Familiarity with electronic communication systems

Troop # _____ SU # _____

Name _____

Street Address _____

City, Zip _____

Phone # _____

Cell Phone # _____

E-Mail _____

Girl Scout Law

I will do my best to be honest and fair, friendly and helpful, considerate and caring, courageous and strong, and responsible for what I say and do, and to respect myself and others, respect authority, use resources wisely, make the world a better place, and be a sister to every Girl Scout.

This agreement must be signed and returned to the outdoor education manager.

I have read and understand the responsibilities of this position. I am a registered Girl Scout member in good standing and agree to do my best to uphold my responsibilities as a volunteer _____. I recognize this is a volunteer position and will not expect or accept any monetary compensation. If for any reason I cannot fulfill my tasks as detailed here, I will inform _____ immediately.

Signature _____

Supervisor: _____

Date _____

Thank you for volunteering!



Highest Awards Support Liaison Regional Position Description

Position summary: Answer questions and provide guidance to support girl members, volunteers or guardians interested in learning about earning the highest awards. The nature of this position requires the individual to provide direct and indirect service to girls.

Supported by: Other Regional Positions

Term: Two (2) years; ability to renew

Reports to: Program Specialist

Responsibilities and Expectations:

- Answer general questions about the awards; understand deadlines, qualifications and criteria.
- Be aware of what is happening in the region regarding awards.
- Promote educational workshops for girls interested in Journeys "Take Action" and Girl Scout Bronze, Silver, and Gold Awards.
- Keep a record of individual girls and troops who have earned their awards for networking and to promote the value of earning the highest awards.
- Share frequently asked questions with the appropriate staff member.
- Help assess trends/needs of members in relation to "Take Action" projects and awards.
- Be a member of all service unit email distribution lists.
- Create a team of girls who have earned their awards and are willing to speak to groups.
- Honor and live by the Girl Scout Law.
- Be a registered member in good standing, with current volunteer paperwork and background clearance on file.
- Affirm that the Girl Scout movement actively seeks members of every racial, ethnic, religious and socioeconomic group.
- Comply with Girl Scouts of the USA and Girl Scouts, San Diego-Imperial Council standards, policies, procedures and guidelines.

Qualifications and 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 and written communication:** Express ideas and facts clearly and accurately.
- **Foster diversity:** Understand, respect, and embrace differences.
- **Computer skills:** Access to e-mail and the Internet.
- **Additional requirements:**
 - Detail Oriented
 - Understanding of service unit and council-led events
 - Ability to interact well with girls and adults

Troop # _____ SU # _____

Name _____

Street Address _____

City, Zip _____

Phone # _____

Cell Phone # _____

E-Mail _____

Girl Scout Law

I will do my best to be honest and fair, friendly and helpful, considerate and caring, courageous and strong, and responsible for what I say and do, and to respect myself and others, respect authority, use resources wisely, make the world a better place, and be a sister to every Girl Scout.

This agreement must be signed and returned to ...

I have read and understand the responsibilities of this position. I am a registered Girl Scout member in good standing and agree to do my best to uphold my responsibilities as a volunteer _____. I recognize this is a volunteer position and will not expect or accept any monetary compensation. If for any reason I cannot fulfill my tasks as detailed here, I will inform _____ immediately.

Signature _____

Supervisor: _____

Date _____

Thank you for volunteering!



Governance Support Regional Position Description

Position Summary: Promote, educate and engage members regionally in the governance process.

Supported by: Other Regional Positions

Term: Two (2) years; ability to renew

Reports to: TBD

Responsibilities and Expectations

- Engage, educate and train council delegates – help them to understand the importance of their role.
 - Encourage delegates to look at policy making issues
 - Gather and report out national governance issues
 - Create an environment of safety and understanding, guiding delegates towards proper processes
- Maintain contact with the delegates in the region.
- Work with staff to determine when to attend a board meeting and report back to council delegates in the region.
- Be an advocate for the governance process.
- Interpret the business side of council.
- Attend or identify delegates to attend advocacy events in region.
- Help gather feedback on proposal/policy issues on the council delegates.
- Promote the role of the council delegate.
- Help Identify potential opportunities for task groups.
- Honor and live by the Girl Scout Law.
- Be a registered member in good standing, with current volunteer paperwork and background clearance on file.
- Affirm that the Girl Scout movement actively seeks members of every racial, ethnic, religious and socioeconomic group.
- Comply with Girl Scouts of the USA and Girl Scouts, San Diego-Imperial Council standards, policies, procedures and guidelines.

Qualifications and 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, confidentiality, honesty, and credibility.
- **Adaptability:** Adjust, modify own behavior, and remain flexible and tolerant in response to changing situations and environments.
- **Oral and written communication:** Express ideas and facts clearly and accurately.
- **Foster diversity:** Understand, respect, and embrace differences.
- **Computer skills:** Access to e-mail and the Internet.
- **Additional requirements:**
 - Be familiar with Governance or willing to learn
 - Ability to interact well with girls and adults
 - Maintain confidentiality
 - Diplomacy skills

Troop # _____ SU # _____

Name _____

Street Address _____

City, Zip _____

Phone # _____

Cell Phone # _____

E-Mail _____

Girl Scout Law

**I will do my best to be
honest and fair,
friendly and helpful,
considerate and caring,
courageous and strong, and
responsible for what I say and do,
and to respect myself and others,
respect authority,
use resources wisely,
make the world a better place, and
be a sister to every Girl Scout.**

This agreement must be signed and returned to ...

I have read and understand the responsibilities of this position. I am a registered Girl Scout member in good standing and agree to do my best to uphold my responsibilities as a volunteer _____. I recognize this is a volunteer position and will not expect or accept any monetary compensation. If for any reason I cannot fulfill my tasks as detailed here, I will inform _____ immediately.

Signature _____

Supervisor: _____

Date _____

Thank you for volunteering!