

# Leader / Co-Leader

## Girl Scout Adult Volunteer Position

### SUMMARY

The Leader/Co-leader works directly with girls, helping them to develop their leadership skills on an individual or a group basis. The Leader/Co-leader will have the enthusiasm and ability to generate girls' interests and curiosities about the ways that they can *discover* themselves, *connect* with others, and *take action* to make the world a better place through the New Girl Scout Leadership Experience. The Leader/Co-leader serves as a positive role model and assures girls receive a quality Girl Scout experience in a fun, all-girl setting, following the principals outlined by GSUSA and utilizing girl planning.

### PARTNERS WITH

Service Unit Director

### SUPPORTED BY

Volunteer Leader Mentor, Service Unit Director, Regional Membership Manager

### RESPONSIBILITIES

- Complete necessary trainings required to be a troop leader—Orientation, Getting Started, Grade Level
- Shares knowledge, experience and skills with a positive and flexible approach
- Works in a partnership with girls and adults (parents)
- With a co-leader, manages the troop/group funds, ensuring that the handling of the funds meet with Girl Scouts of the USA's, and GSEIWI's policies and procedures
- Processes and completes all registration and other paperwork, ensuring that the handling of the paperwork meets with GSUSA's and GSEIWI's policies and procedures
- Organizes fun, interactive, girl-led thematic series of activities, which address current issues involving girls' interests and needs
- Provides guidance and information regarding events and practices with girls' parents or guardians on a regular and ongoing basis through a variety of tools, including: email, phone calls, newsletters and blogs
- Attends service unit meetings to receive council and local updates relevant to providing a quality Girl Scout experience
- Promotes council sponsored product sales and events to girls for their participation.
- Completes year end paperwork
- Participates in spring registration

### CORE COMPETENCIES

**Girl Focus:** Helps girls set realistic, clearly defined goals/objectives to experience the New Girl Scout Leadership experience and achieve outcomes via Discover, Connect and Take Action

**Adaptability:** Adjusts and modifies own behavior, and remains flexible and tolerant in response to changing situations and environments

**Fostering Diversity:** Understands differences and embraces differences

**Oral Communication:** Expresses ideas clearly and concisely

**Personal Integrity:** Demonstrates honesty, credibility and dependability

I understand and agree to the responsibilities and competencies of this position.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**Girl Scouts.**  
Eastern Iowa & Western Illinois

800-788-0833 | [www.GSEIWI.org](http://www.GSEIWI.org)