



Leader's Guide to Success 2020





THERE IS POWER IN EVERY **G.I.R.L.**

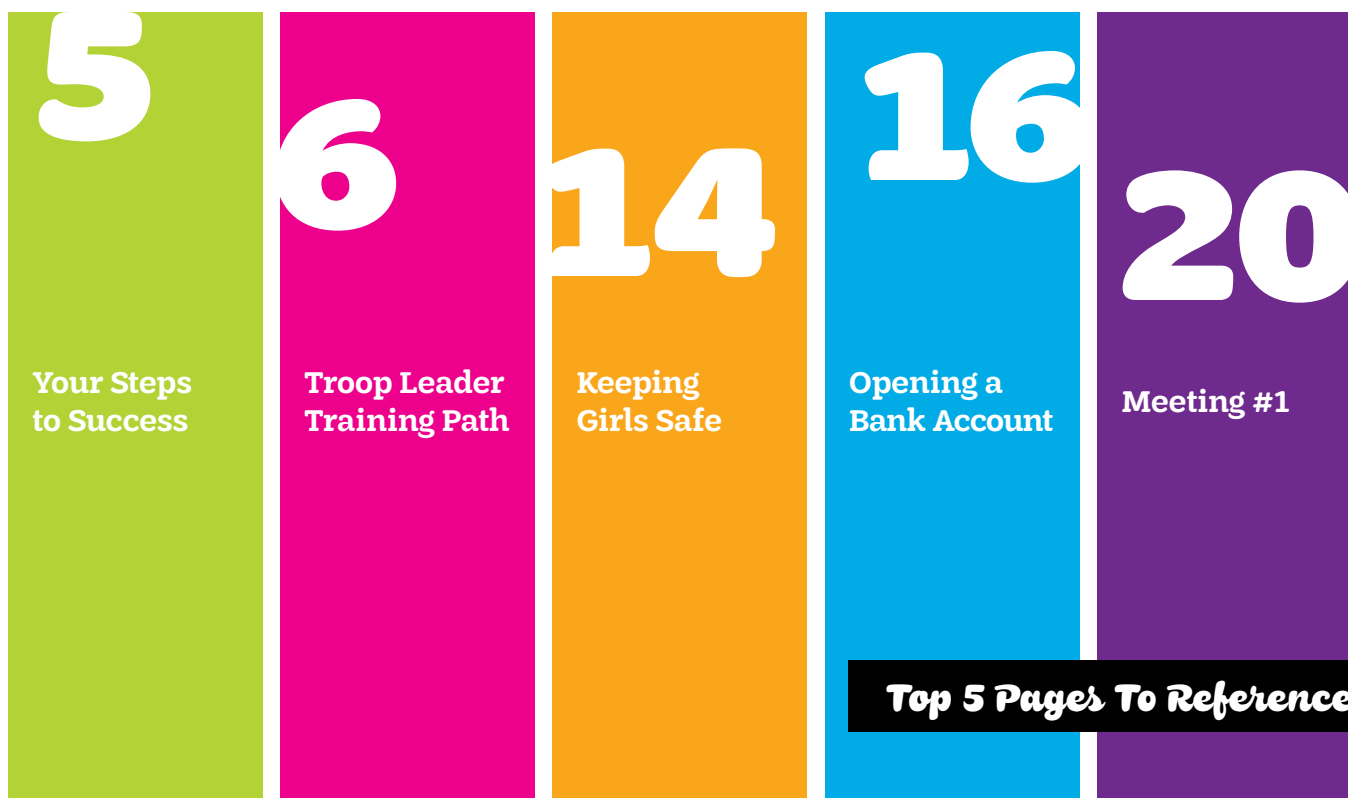
As a Troop Leader, you will inspire girls to unleash their inner G.I.R.L.

GO-GETTER She's bold, honest, and determined to succeed. In her mind failure is no reason not to get back up and try again, and again, and again. That explains why half of all U.S. businesswomen were Girl Scouts

INNOVATOR Thinking outside the box is her specialty, so she's always looking for a creative way to take action. A clear correlation: 73 percent of current female senators were Girl Scouts

RISK-TAKER Courageous and strong, she's keen to try new things and embrace the unfamiliar. It's no wonder that many of the women who have flown in space were Girl Scouts.

LEADER She's confident, responsible, and committed to changing the world. Here's proof: Every year, Girl Scouts collectively spend tens of millions of hours improving their communities.



Girl Scout Mission

Girl Scouts builds girls of courage, confidence, and character, who make the world a better place.

Girl Scout Promise

On my honor, I will try:

to serve God and my country,
to help people at all times,
and to live by the Girl Scout Law.

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.

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Follow us on social!



Find us @GSACPC on all channels.





Welcome to Girl Scouts!

We're so excited for you to join the Girl Scout movement.

Girl Scouts empowers girls everywhere to stand up and make a difference. By nurturing innovation and developing leadership skills, we prepare girls to overcome challenges and advocate for their ideas now and later. With an emphasis on self-discovery, character building, and community impact, Girl Scouts helps girls become a powerful force for good in the world.

Girl Scouts–Arizona Cactus-Pine Council (GSACPC) encompasses about 2/3 of the state of Arizona, serving nearly 20,000 girls and 10,000 adult members.

No matter where or how you volunteer, you'll make a difference in girls' lives. This go-to guide will prepare you to effectively lead during your first year as a Girl Scout volunteer. Need help along the way? Let us know! We have tools, training resources, and people to help support you through each step.

You're now a part of our team. We can't wait to see the impact you'll make this year!

Managing Your Member Experience Online

After your background check process is completed and you're approved to serve as a volunteer, you'll receive an email confirmation prompting you to log into MyGS, your Girl Scout member community, for the first time. MyGS allows you to manage your member experience online. It can also be accessed from the link in the header of any page at girlscoutsaz.org.

On the Troop tab in MyGS, you can see any girls and adults who have signed up for your troop and add new girls to your troop. The Troop Opportunity Catalog allows you as the Troop Leader to display available openings in your troop for girls and/or volunteers. You may add your troop to this listing by completing the [Troop Opportunity Catalog – Opt In Form](#).

Next Steps

You will also receive a welcome email with details on how to access your Troop Leader Training. This gives you the information and resources you need to make things happen for your troop. If you haven't received your welcome email, please check your junk email folder or [click here to access Troop Leader Training](#).

Your Steps to Success



Get Ready!

- ☐ Sign up to be a Troop Leader at <http://join.girlscoutsaz.org/volunteer-join/>
- ☐ Complete the background check using the link sent to you via email.
- ☐ Log into your [My GS Member Profile](#) and view the *GSUSA Welcome video*.
- ☐ Activate your GSLearn account by logging in through MyGS at girlscoutsaz.org. The *Getting Started for New Leaders* Learning Path will be assigned to you to complete.
- ☐ If you are starting a new troop, contact reghelp@girlscoutsaz.org to help with set up.
- ☐ Invite girls and adults to join your troop.



Get Set!

- ☐ Meet with your troop co-leaders and start making plans.
- ☐ Connect with your local Girl Scout Service Unit.
- ☐ Set the date, time and place for troop meetings.
- ☐ Plan your first family meeting.
- ☐ Complete Troop Money Management Tutorial
- ☐ Start setting up your year plan in the [Volunteer Toolkit](#)



GO!

- ☐ Hold your first family meeting before meeting with girls.
- ☐ Attend a local Service Unit Leader's Meeting.
- ☐ Open your troop bank account.
- ☐ Have your first troop meeting with girls!

We are here for You

GSACPC team members will reach out to guide you through your steps to success.

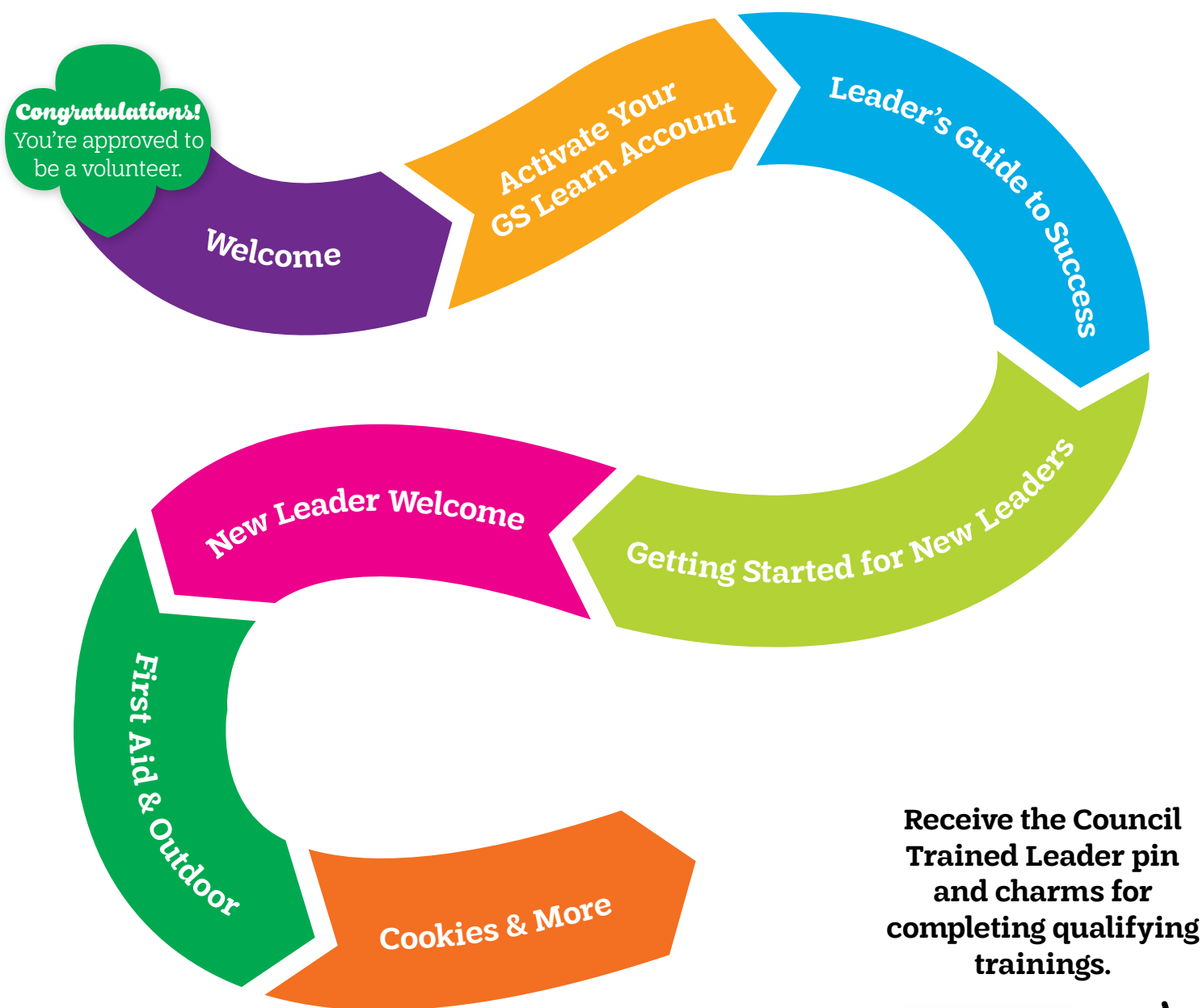
Questions? Contact Us!

602-452-7030 OR 800-325-6133

- Registration or Troop Set-up
reghelp@girlscoutsaz.org
- Troop Banking
banking@girlscoutsaz.org
- Training & Volunteer Support
volunteerlearning@girlscoutsaz.org

Troop Leader Training Path

Troop Leader training will provide you with the tools and information you need to keep girls safe and create a high-quality Girl Scout Leadership Experience for girls. Begin with the basics and keep learning to expand the fun.



Find more training in **GS Learn!**



What's the Girl Scout Program?

At Girl Scouts, girls have tons of fun, make new friends, and go on fantastic new adventures. Our program centers on the Girl Scout Leadership Experience—a collection of activities and experiences girls have as they complete Journeys, earn badges, sell cookies, go on exciting trips, explore the outdoors and do Take Action projects that make a difference.

In Girl Scouts, girls will:



DISCOVER

Find out who they are, what they care about, and what their talents are.



CONNECT

Collaborate with other people, locally and globally, to make a difference in the world.



TAKE ACTION

Do something to make the world a better place.

JOURNEYS

Identify a problem, come up with a creative solution, create a team plan to make the solution a reality, put a plan into action, and talk about what they have learned. As girls go on Journeys, they'll earn awards to put on their uniforms. The Volunteer Toolkit and Journey books are your resources for the requirements to earning awards.



BADGES

What have your girls always wanted to do?

Make their own movie, go geocaching, plant a garden? Great news! They can learn to do all these things and more while earning Girl Scout badges. Badges are worn on the front of the vest or sash. The Volunteer Toolkit and Girl's Guide to Girl Scouting are your resources for the requirements to earning badges.

HIGHEST AWARDS



Bronze. Silver. Gold

These represent the highest honors a Girl Scout can earn.

All three awards give girls the chance to do big things while working on an issue they care about. Whether they want to plant a community garden and inspire others to eat healthy for their Bronze, advocate for animal rights for their Silver, or build a career network that encourages girls to become scientists and engineers for their Gold, they'll inspire others (and you!).



PATCHES

Think of patches like collecting memories in Girl Scouts. They're often a part of the fun activities you can do in Girl Scouts without the requirements of badges. Patches are always worn on the back of the vest or sash.

Along the Way

They will gain important skills in four areas – STEM, Outdoors, Life Skills, Entrepreneurship – that form the foundation of the [Girl Scout Leadership Experience](#). While girls may be exposed to these subjects at school, in other youth programs, or even on their own, at Girl Scouts they will experience them in a unique way that puts girls on a path to a lifetime of leadership, adventure, and success. And because our program is girl-led, girls decide what they'll do, together.



STEM



Outdoors



Life Skills



Entrepreneurship

The Result?

When girls participate in Girl Scouts, they benefit in 5 important ways:

- **Strong Sense of Self** – Girls have confidence in themselves and their abilities, and form positive identities.
- **Positive Values** – Girls act ethically, honestly, and responsibly, and show concern for others.
- **Challenge Seeking** – Girls take appropriate risks, try things even if they might fail, and learn from mistakes.
- **Healthy Relationships** – Girls develop and maintain healthy relationships by communicating their feelings directly and resolving conflicts constructively.
- **Community Problem Solving** – Girls desire to contribute to the world in purposeful and meaningful ways, learn how to identify problems in the community, and create “action plans” to solve them.

What Makes a Successful Troop Experience?

No matter where your girls live, a universal Girl Scout experience connects them to their Girl Scout sisters around the country. And there are so many ways to make sure your girls get the full Girl Scout experience in a way that excites and inspires them!



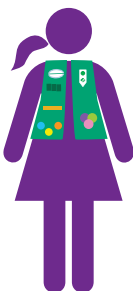
Girl Scout Levels



GIRL SCOUT
DAISY
GRADES K-1



GIRL SCOUT
BROWNIE
GRADES 2-3



GIRL SCOUT
JUNIOR
GRADES 4-5



GIRL SCOUT
CADETTE
GRADES 6-8



GIRL SCOUT
SENIOR
GRADES 9-10



GIRL SCOUT
AMBASSADOR
GRADES 11-12

GIRL SCOUT DAISIES sparkle with that “first time ever” newness in everything they do. They go on trips, learn about nature and science and explore the arts and their communities – and so much more. Girl Scout Daisies can also earn Learning Petals and receive participation patches.

GIRL SCOUT BROWNIES work together, earn badges, and explore their community. Friendship, fun, and age appropriate activities begin at the Girl Scout Brownie meeting and move out to the community and wider world. While earning badges, they build skills, learn hobbies, and have fun!

GIRL SCOUT JUNIORS are big-idea thinkers. They’re explorers at camp and product designers when they earn their Innovation and Storytelling badges, or even their Bronze Award. Every day, they wake up ready to play a new role.

GIRL SCOUT CADETTEs chart their own course and let their curiosity and imagination lead the way. They learn about the power of being a good friend, gain confidence mentoring younger girls and can earn the Silver Award.

GIRL SCOUT SENIORS are ready to take the world by storm, and Girl Scouts gives them millions of ways to do it. Their experiences help to shape their world, while giving them a safe space to be themselves and explore their interests. Girl Scout Seniors can earn their Gold Award.

GIRL SCOUT AMBASSADORS know that small acts create big change. While they get ready for life beyond high school, Girl Scouts helps them take flight. They also earn the Gold Award (which, by the way, adds something “extra” to college applications).

The Girl Scout Uniform

Uniforms are an important part of the Girl Scout experience, connecting girls to Girl Scout traditions, displaying their accomplishments, and creating memories to last a lifetime. Girls want to look and feel their best when representing Girl Scouts. And now they can, with uniform options that are in step with today's trends and active lifestyles. Girl Scouts at each level now wear one required element (tunic, sash, or vest) to display official pins and awards. Girls can mix and match pieces from the official Girl Scout collection to complete the uniform. Troop Leaders may opt to collect money from parents and purchase sashes, vests, and insignia from a council shop, or ask parents to purchase items on their own. [Learn more about Girl Scout uniforms at girlscouts.org.](https://www.girlscouts.org)



Girl Scout Program Resources

The **Volunteer Toolkit (VTK)** is your official source for delivering easy, fun troop meetings year-round! This fully customizable digital planning tool provides you with Girl Scout program content, award requirements and other resources so you can keep your Girl Scout year running smoothly. Accessible on any computer, tablet or mobile device. See page 23 for more info.

The **Girl's Guide to Girl Scouting** is the basic Girl Scout handbook. The Girl's Guide contains basic program information, requirements booklets for basic skill builder badges and information about additional awards girls may choose to earn. It is recommended that troop leaders have a copy of the Girl's Guide for the level they are working with. Available for purchase at the Girl Scout Council Shop.

Leadership Journey "How to Guide" sets for adult volunteers offer key information about the journey and step-by-step sample plans for how journey sessions can unfold as girls meet. Available for purchase at the Girl Scout Council Shop.

Skill Builder Badge Booklets provide the requirements for additional Skill Builder Badges that are not available in the Girl's Guide to Girl Scouting. Available for purchase at the Girl Scout Council Shop.

Volunteer Essentials is a volunteer resource manual that contains essential information and guidelines that ensure Girl Scout program is delivered in a safe, consistent manner for all girls. Find it in the [Volunteer Toolkit](#) and on the [Volunteer Resources page](#).

You – A Girl Scout Leader

Being a Girl Scout leader is an incredible journey along which you'll shape the future by working with girls today. With your guidance, encouragement, and go-getting spirit, your Girl Scouts will be ready to embark on a lifetime of leadership, success, and adventure. And along the way, you'll hone your own leadership style and discover that you'll achieve more than you thought possible!

In Girl Scouting, leadership is about more than “being in charge” or having a title; it's recognizing that you're part of a team and understanding that team's needs and interests.

**Be patient,
be flexible and
most of all –
HAVE FUN!**

Leadership is teaching girls:

- That they can do and be anything!
- That they are decision-makers and should own their decisions
- How to live the Girl Scout Law by modeling it for them

As a leader, see yourself as a coach who:

- Guides and instructs, not as a teacher providing role lessons and activities
- Advises and discusses
- Ensures each girl can carry out her responsibilities within the troop
- Encourages girls to build their skills and their ethics
- Assigns more responsibilities to the girls as they grow and develop

It's important to remember:

- You can't expect to know everything the girls want to learn
- You'll explore and learn alongside your girls and grow your confidence in the process
- You're not expected to know everything about Girl Scouting, but you should know where to go for information—and to ask for help when you need it



Understanding How Many Volunteers You Need

Girl Scouts' volunteer-to-girl ratios show the minimum number of volunteers needed to supervise a specific number of girls. These supervision ratios were devised to ensure the safety and health of girls.

Your group must have at least two unrelated, approved volunteers present at all times, plus additional volunteers as necessary, depending on the size of the group and the ages and abilities of girls (see chart). Adults who have contact with girls or who will be handling troop money must be screened through the Council background process and become registered members. Adult volunteers must be at least 18 years old. One Troop Leader in every group must be female. Please refer to the ratio chart below.

Volunteer-to-Girl Ratio Chart	Group Meetings		Events, Travel, Camping	
	Two unrelated Volunteers (at least one of whom is female) for this number of girls:	Plus one additional volunteer for each additional number of this many girls:	Two unrelated Volunteers (at least one of whom is female) for this number of girls:	Plus one additional volunteer for each additional number of this many girls:
Girl Scout Daisies (GRADES K-1)	12	1-6	6	1-4
Girl Scout Brownies (GRADES 2-3)	20	1-8	12	1-6
Girl Scout Juniors (GRADES 4-5)	25	1-10	16	1-8
Girl Scout Cadettes (GRADES 6-8)	25	1-12	20	1-10
Girl Scout Seniors (GRADES 9-10)	30	1-15	24	1-12
Girl Scout Ambassadors (GRADES 11-12)	30	1-15	24	1-12

Recommended Troop Size

A Girl Scout troop/group must have at minimum, five girls and two approved troop leaders. Girl Scout troops should be large enough to provide a cooperative learning environment and small enough to allow for development of individual girls. It is recommended that group sizes, when possible, are as follows:

- **Girl Scout Daisies:** 10-12 girls
- **Girl Scout Brownies:** 10-20 girls
- **Girl Scout Juniors:** 10-25 girls
- **Girl Scout Cadettes:** 8-25 girls
- **Girl Scout Seniors:** 8-30 girls
- **Girl Scout Ambassadors:** 8-30 girls

Keeping Girls Safe

While working with girls and learning new skills is fun and rewarding, assuming responsibility for other people's children means that some level of risk management and due diligence is involved. In Girl Scouting, the emotional, physical and overall well-being of girls is always a top priority.

All Girl Scout volunteers are responsible for ensuring the safety of girls by knowing and following the Girl Scout safety guidelines. Complete recommended training before planning activities with girls. See the [Volunteer Training page](#) for a list of [Training and Forms needed](#) for Girl Scout Activities. When planning an activity, read the [Girl Scout Safety Activity Checkpoints](#) for the activity and follow the Girl Scout safety guidelines. If a Safety Activity Checkpoint does not exist for an activity you and the girls are interested in, contact the council office before making any definite plans with the girls.

Act as a Positive Role Model

- Act as a positive role model, exemplifying the Girl Scout Promise and Law.
- Be prepared for meetings and events.
- Model inclusive behavior.
- Oversee troop funds with honesty and integrity.
- Resolve conflicts directly and honestly and avoid indirect communication like social media, texting, or gossip to resolve or engage in conflict.
- Do not use foul language in the presence of girls.
- Always wear a seatbelt, follow posted rules and respect authority in the presence of girls.
- Do not smoke (including e-cigarettes) or use any other tobacco products in the presence of girls.
- Never consume alcohol, marijuana (even if prescribed) or other substances that may impair judgement, when in the presence of girls or when you will be responsible for girls.
- Never use illegal drugs.
- Do not carry firearms or ammunition in the presence of girls, unless girls are participating in Council approved group marksmanship activities.



Report Abuse

As persons responsible for the care of minor children, Girl Scout volunteers are required by law to report suspected child abuse in the State of Arizona. Report any suspected abuse, neglect, exploitation or abandonment to the Arizona Department of Child Safety For more information, visit dcs.az.gov/report-child-abuse.



Be Prepared for Emergencies

Have a Plan

Create an emergency action plan for troop meetings, events and activities. The plan should be shared in advance with all girls and families and should include the following.

- Have a copy of each troop member's health history/general permission form on hand at all troop meetings and activities.
- Establish and practice procedures in the event of fire, weather emergencies and site security.
- Know the location of the nearest emergency medical facility (hospital or urgent care).
- Always have on hand the names and telephone numbers of our council office, parents/guardians and emergency services such as the police, fire department, or hospital.
- Provide families with a phone number to reach the troop during meetings and events for emergency purposes.

First Aid

Make sure a general first aid kit is available at your meeting place and accompanies girls on any activity. The [Red Cross Anatomy of a First Aid kit](#) provides a list of items you may want to include.

Ensure at least one **Troop First Aider** is available to accompany troop activities. A First Aider is an adult volunteer who is currently certified in Girl Scout-approved first-aid and CPR that includes specific instructions for child CPR. At least one qualified First Aider is **required** for all troop travel, field trips, events and overnights and it is also **recommended** that at least one First Aider is on site for every troop meeting. Visit the [First Aid & CPR](#) page for more information about First Aid Certification.

What to do in an Emergency

Although we all hope the worst never happens, it's important to know and follow our council's procedures for handling emergency incidents. At the scene of the incident, safety is your first priority. Provide care for the injured person or obtain medical assistance and then immediately report the emergency to GSACPC staff. Call our office at 800-325-6133 or after business hours on our emergency line at 877-359-7878.

What You Need to Know About Troop Finances

Open a Bank Account

All troops should establish a bank account with two unrelated adult signers for collection of troop dues, payment of troop supplies and activities and the cookie program. To learn more, go to the [Volunteer Resource > Banking page](#).



Troop Money Management Training

All troop leaders and any volunteer who will be a signer on a troop bank account must complete the Troop Money Management online course in GS Learn.

Funding the Fun

- **Troop Dues** – Many troops decide to collect troop dues as a way to help cover cost of ongoing troop activities and supplies. Troop dues typically range from \$1-3/meeting. Troops may collect dues at each meeting, monthly or by semester. It's completely up to each troop to decide what works best for them.
- **Money-earning Activities** – The Cookie Program is the primary money-earning activity for troops. If a troop participates in the Cookie Program, they may also opt to participate in a limited number of additional fundraising activities. See the [Troop Money Management](#) manual for more information.

Managing Your Troop's Funds

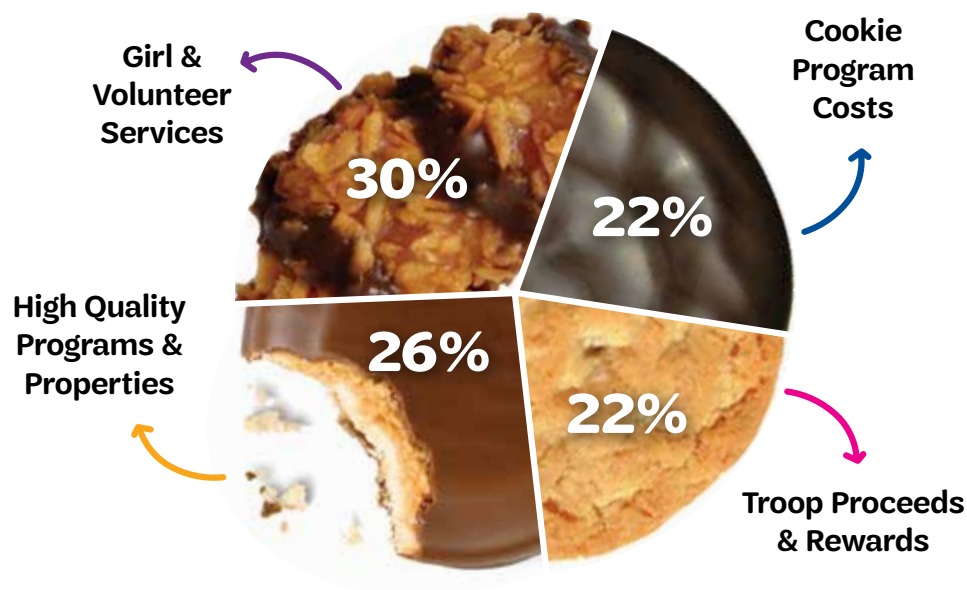
- **Girl Scout funds are girl-earned and girl-spent.** How the funds are used is a decision made by the entire troop, not just the leaders, parents, or a few select girls from the troop. It is also important to know that troop funds belong to the entire troop and cannot be earmarked for individual girl use. Funds can be used to purchase badges and patches, Journey and guide books, uniform components, pay for celebrations and ceremonies, community service projects, field trips, and more. Let the girls come up with some ideas and then have the troop vote.
- **Financial Reporting and Receipts** – As the girls begin to spend their troop's funds, you or the volunteer responsible for the troop finances has a responsibility to keep all receipts and record all expenses and income in the Detailed Cash Report available in the [council forms library](#) or accounting ledger. Every Girl Scout troop should report out to troop parents about finances at least three times per year. An Annual Troop Finance Report is due each year. Reports are submitted using the Finance Tab in the Volunteer Toolkit.

Financial Assistance

Financial difficulties shouldn't stand in the way of a Girl Scout's participation. Any member needing financial assistance for membership can request it when registering. Other financial assistance is available for books, badges, uniforms, and programs, and can be requested using the [Financial Assistance Request](#) form available in the [council forms library](#).

What a Cookie Can Do!

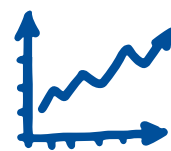
The Girl Scout Cookie Program helps support Girl Scouting in Arizona. The proceeds from the sale are used by the Council to support our members and volunteers with training and support, and to maintain our camp facilities and programs. Troops use their proceeds for girl activities, trips and programs. Often troops use these funds for service projects which benefit their local community.



Troop leaders receive information about the Cookie Program in late fall. In preparation for the program, which runs from late January to early March, we encourage you to ask for parent help early! Helping can be as simple as picking up cookies for the troop, managing the online software system (eBudde), or hosting a cookie rally. Ask another volunteer to take the lead for your troop by being the Troop Cookie Manager. The Troop Cookie Manager is an extremely valuable member of your troop leadership team, taking ownership of this important program while you continue normal troop operations.

More cookie information is available at girlscoutsaz.org/cookies.

5 SKILLS GAINED THROUGH GIRL SCOUT COOKIE PROGRAM



GOAL SETTING

how to develop a business plan



DECISION MAKING

think critically and solve problems



MONEY MANAGEMENT

directly handle customer money



BUSINESS ETHICS

develop positive values like honesty and integrity



PEOPLE SKILLS

engage with members of the community and develop confidence

Your Volunteer Troop Committee

On my honor, I will ... not do this alone!

Before you hold your first troop meeting, consider the support and resources you'll need throughout the year. Parents, friends, family, and other members of the community can provide time, experience, and ideas to a troop, so get them involved from the very beginning as part of your volunteer troop team. This team is made up of Troop Leaders (like you) and Troop Family and Friends volunteers.

All of these adults must be registered and background checked. They commit to these roles based on the amount of time the volunteer has to give and interest in specific areas on the team. Interested individuals should be guided to the [Join](#) or [Volunteer](#) buttons at girlscoutsaz.org.

The Troop Committee volunteers play a big role in making your troop run smoothly and in supporting the girls' plans. They're an extra set of eyes, ears and hands whose skill sets are leveraged to help the troop safely explore the world around them.

Ideally, your Troop Committee will have a Troop Cookie Manager, Troop Fall Product Program Manager and a Troop Treasurer. Volunteers from this group may agree to take on other tasks, depending on what your troop needs are. For instance, they may be a chaperone for events that require more adult volunteers to meet the volunteer-to-girl ratio requirements, or agree to be the driver for an upcoming trip that also requires more volunteer supervision.

Some Troop Family and Friends volunteers are not able to volunteer on a regular basis but are ready to help out when you need an extra set of hands to manage an activity station, provide a snack, lead songs, and keep the activity on track and fun. Often parents start in this role if they aren't sure they can commit to a committee or leader role. Once they see how fun it is, they may sign up for more!

As a Troop Leader, you will guide the structure and experiences of your troop – from how and when meetings are held to how the troop communicates, from steering girl-led activities to setting financial expectations. These decisions will be made collaboratively with your volunteer team, as well as with input from the girls and their parents/guardians.



Troop Leader Responsibilities

- ☐ Liaison with service unit volunteers and council staff
- ☐ Troop financial management
- ☐ Communication with parents
- ☐ Girl safety
- ☐ Guiding the troop's Girl Scout Leadership Experience (GSLE)

Troop Committee Responsibilities

- ☐ Assist Troop Leader
- ☐ Girl safety
- ☐ May drive girls, coordinate finances and/or chaperone troop activities
- ☐ Provide extra help at troop meetings

Parent/Guardian Responsibilities

- ☐ Communicate with Troop Leadership
- ☐ Provide permission and information needed for participation in activities
- ☐ Ensure current membership for their girl
- ☐ Provide transportation to and from meetings
- ☐ Complete and submit the Health History form

Girl Responsibilities

- ☐ Be ready to learn and have fun
- ☐ Use your imagination and creativity
- ☐ Always stay with the group and be safe
- ☐ Clean up after yourself
- ☐ Listen when others are speaking
- ☐ Have fun!

All Girl Scouts live by the Girl Scout Law!



Use the “Decisions, Decisions” worksheet in the appendix to work out troop details.

Family Connections: **The Key Ingredient to Successful Girl Scout Troops!**

Girl Scouting provides the best opportunities for girls when families step up and play an active part in the troop. Without meaningful support from parents, it's difficult for a troop to be all it can be. Plus, girls feel a special sense of pride when their families take part and show interest in the things they are doing!

Kick the Year Off Right with a Parents and Caregivers Meeting

A parent and caregiver meeting should be the first meeting you hold to start each troop year—it sets up both new and returning troops for success!



Why? Because it helps:

- Families understand what Girl Scouting can do for their girl
- Families and leaders identify ways they will work as a team to support the troop
- Families and leaders agree about what the troop pays for and what families pay for individually
- You fill key troop positions—you never know which parent will make an awesome assistant leader or troop cookie manager
- Families know how the troop will communicate things like upcoming events or schedule changes
- Families learn about uniforms, books, and other important basics

Outlining clear expectations, building a team, and engaging families in the Girl Scout experience is a great way to start off on the right foot. When families are involved, leaders have support, and when the troop has a plan, girls benefit!

Check out our step-by-step guide and parent meeting outline in the Volunteer Toolkit. (Remember, you can access the Volunteer Toolkit via MyGS!) This hour-long meeting will make all the difference in the year ahead: **100% of troops with the most satisfied parents and troop leaders report they hold parent meetings.** You'll also want to hold an additional family meeting ahead of cookie season to introduce parents and caregivers to the program and how they can pitch in.

And remember to make family part of the formula! While Girl Scout programming is always focused on the girls themselves, it's important and helpful to open a few events to their families throughout the year. Inviting a whole crew to celebrate her accomplishments in Girl Scouting—whether at a holiday open house, a bridging ceremony, or a fun “reverse meeting” where girls take on the role of leader and guide the adults, including caregivers, through an activity—will help parents better understand the value of Girl Scouts and be more likely to invest their time and talents with the troop.

That said, there's no need to wait for one of these special events to engage parents in their Girl Scouts' troop lives. Keep communication lines open throughout the year—whether it's through your troop's social media page, personal emails, or in-person chats—to keep parents in the loop on what the girls are doing and learning during each meeting, and encourage them to let their daughters “be the expert” at home, by, for example, explaining or teaching a new skill she's learned to the rest of the family.



Complete
**Getting Started for
New Leaders** online
course **BEFORE** meeting
with parents or girls
for the
first time.

MEETING #1:

The Parent/Guardian Meeting

Kick the Year Off Right by Engaging Parents

Girl Scouting provides the best opportunities for girls when families play an active part in the troop. Without meaningful support from parents, it's difficult for a troop to be all it can be. In fact, 100% of troops with the most satisfied parents and troop leaders report that they hold a parent meeting.

The Parent/Guardian Meeting is the first meeting of each troop year – whether you are a new or returning troop – kicking off each year with a parent meeting sets the troop up for success. This one meeting will make all the difference in the year ahead. When parents are involved, leaders have support and the troop has a plan – girls benefit!



Need parent help? Use the 4HerPromise in the Appendix

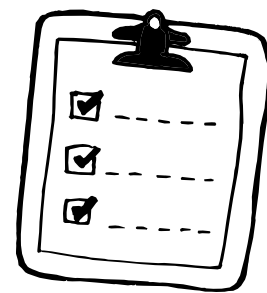
The Parent/Guardian Meeting is your chance to:

- Get to know your Girl Scouts and their families
- Have parents complete health history/permission forms for girls
- Discuss responsibilities of troop volunteers, parents and girls
- Ask for family and friends to volunteer and help with troop meetings, outings and other troop activities such as the cookie sale.
- Set clear expectations for the troop including troop dues, meeting/activity schedule, financial obligations, uniforms, etc.
- Brainstorm the exciting things your troop wants to do this year



A handy parent meeting planning guide is available in the Appendix.

Let's Go — Your First Troop Meeting!



The first troop meeting is always exciting! It is really where you will see the adventure of being a Girl Scout Troop Leader start to unfold. Remember to have fun! As you help the girls on their journey to discover, connect and take action in the world around them, those experiences will be a part of your Girl Scout journey too. Enjoy it!

Your first troop meeting is a great chance to:

- **Introduce the whole troop volunteer team to the girls and their parents/guardians.**
- **Get to know the girls!**
- **Brainstorm all of the exciting things the girls want to do.**
- **Introduce girls to Girl Scout traditions.**

If you are feeling a little nervous about leading troop meetings and experiences with your girls – that's ok! Working directly with girls can be challenging at times but it is always rewarding and can be a lot of fun. As a Girl Scout Troop Leader you are encouraged to listen to the girls with an open-mind and lead them with your heart.

Many adults feel that, when working with kids, they have to be the expert and have everything perfect. But this is not the case in Girl Scouts. When preparing for your first (or any) troop meeting, keep these things in mind:

- **It doesn't need to be perfect.** There are lots of resources with information and guidance to help you facilitate great troop meetings and experiences but you are encouraged to be creative. And, if you forget a part of the troop meeting or the field trip doesn't go the way you planned or you run out of time – that's ok! The girls aren't expecting perfection from you; your time, attention and guidance are the best part of your leadership.
- **Learn with your girls!** As you use the girl-led process in the development of your troop's meetings and experiences, the girls will, at some point, want to earn a badge or complete a project in a subject unfamiliar to you. Be open with the girls when you don't know something but don't use that as a reason to keep them from exploring the topic or doing the project. Instead, become their partner in figuring out how to learn more. When they see you learning alongside them, their confidence in their current knowledge and skills, as well as their ability to learn will rise. It will also help them to understand that learning is a lifelong process.

First Meeting Preparation Checklist

- ✓ Cover the basics. Review the details about when and where the meeting will take place and that all the parents know that information. You might find it helpful to visit the location beforehand.
- ✓ Get ready. Use the Volunteer Toolkit to verify your troop roster and email your parents. This might be a great time to ask parents to provide you with any needed items such as health history form, uniform order form, or troop dues.
- ✓ Know the agenda. Use the "Six Elements of a Troop Meeting" on the next page and the Volunteer Toolkit meeting agenda to customize your meeting plan.
- ✓ Review and practice your agenda. This will help you feel calmer and be flexible during the actual meeting.
- ✓ Expect to have fun! When the girls and parents see that you are prepared for the meeting and ready to have a great time, they will follow your lead!



Volunteer Toolkit

6 Elements of a Great Troop Meeting

Most important – your meetings should be fun!

Girls come to Girl Scouts to learn how to be leaders, make decisions, and have fun in the activities they choose.

1

START UP – Plan activities for girls as they arrive at the meeting so they have something to do until the meeting begins. It could be as simple as coloring pages, journaling or talking with each other. (5 MINUTES)

2

OPENING – Each troop decides how to open their meeting – most begin with the Girl Scout Promise and Law, a simple flag ceremony, song, game, story, or other activity designed by the girls. (5-10 MINUTES)

3

BUSINESS – Collect dues and make announcements, or plan an upcoming event or trip. (10-15 MINUTES)

4

ACTIVITIES – Use the meeting plans found in the Volunteer Toolkit (VTK). Activities are already designed to fit easily into this part of your meeting as you help your troop earn badges and complete Journeys. (30-45 MINUTES)

5

CLEAN UP – Girl Scouts should always leave a place cleaner than they found it! (5 MINUTES)

6

CLOSING – Just like the opening, each troop can decide how to close – with a song, a game, or a story. (5-10 MINUTES)

Planning a Troop Year

The Girl Scout Volunteer Toolkit (VTK) is a comprehensive digital tool accessible on your computer, smartphone or tablet. It is the primary support resource for troop leaders. Learn more about the VTK in your [Getting Started](#) course!

Key Features of the VTK

My Troop – Manage troop contacts, track awards and badges, attendance, and communicate with families.

Year Plans – Manage your troop year based on what girls want to do. Pre-populated year plans provide ready to go meeting plans for quick and easy planning. Customize with added badges, field trips and more. Share troop plans with families.

Meeting Plans – View details for each pre-planned meeting including activity descriptions, meeting aids, materials lists, and more. Customize your plan as needed.

Resources – Find additional resources to support the activities that your girls choose to do. Easy access to Safety Activity Checkpoints and other helpful resources. Add meeting aids to specific meetings in your year plan.

Finances – Share financial information with caregivers and submit financial information to the council.



See the Girl Scout Year at a Glance on the following pages for an idea of what to expect throughout the year.

Get Off to a Great Start with the Volunteer Toolkit

- STEP 1** Check out the available year plans.
- STEP 2** Choose a year plan to get started. *(Don't fill in too many details until you meet with girls.)*
- STEP 3** Use the first two meetings to meet with girls and find out what they want to do in Girl Scouts. *(All year plans begin with the same two meetings.)*
- STEP 4** Adjust *(or change)* the year plan to according to what you and the girls decided.
- STEP 5** Use the Volunteer Toolkit for easy planning and troop management all year long.

Girl Scout Year at a Glance

This sample troop year gives an overview of what to expect in a typical year to help guide you when mapping out your troop year. This is just an example – each troop will be different based on girl-led planning.

summer

JUNE

- » GS Summer Camp begins
- » Submit Annual Troop Finance report in the VTK
- » Current VTK year plan is archived on June 30
- » Early re-registration ends



TROOP TIP

Send letters to your girls at [camp](#)

JULY

- » Get together as a troop for a fun summer activity
- » Meet with co-leaders
- » Start a new year plan in the Volunteer Toolkit after July 1
- » Prepare for back to troop



TROOP TIP

Take some time to relax.

AUGUST

- » Update troop info in MyGS
- » Plan Fall Investiture/Rededication
- » Have a new year family meeting
- » Begin regular troop meetings



TROOP TIP

Get together as a troop with a fun family activity to kick off the year

fall

SEPTEMBER

- » Have an Investiture/Rededication ceremony for new and returning members
- » Partner with girls to plan activities and set the troop budget
- » Adult Recognition nominations are due



TROOP TIP

Connect with parents who might be interested in volunteering with the troop this year. This is a good time to see who can help as the Troop Product Manager.

OCTOBER

- » **Special Girl Scout Day** – October 31 is Founder's Day (Juliette Gordon Low's Birthday)
- » Participate in Fall Product Program to earn troop funds.
- » Register to attend community and council-sponsored Girl Scout events



TROOP TIP

Encourage more girls and adults to join your troop.

NOVEMBER

- » Complete Cookie Program training.
- » Council offices closed for the Thanksgiving holiday



TROOP TIP

Enjoy at least one troop activity in the outdoors each month.



A typical Girl Scout year includes: Earning badges and journey awards, learning Girl Scout traditions, being of service to the community, going on field trips, selling cookies, exploring the outdoors, making new friends and HAVING FUN!

winter

DECEMBER

- » Prepare for the [Girl Scout Cookie Program](#).
- » Share troop finances with parents
- » Start talking about [summer camp](#) with girls
- » Council offices closed for Christmas and New Year's Day



TROOP TIP

Explore [More Stuff to Do](#) council partner programs and [community service opportunities](#).

JANUARY

- » Participate in the [Girl Scout Cookie Program](#)
- » Girls/troops start registering for [Summer Camp](#)!



TROOP TIP

Share information regarding [My Promise, My Faith and Girl Scout Religious Awards](#) with families

FEBRUARY

- » **Special Girl Scout Day** – February 22 is [Girl Scout World Thinking Day](#)
- » Continue the Girl Scout Cookie Program



TROOP TIP

Explore [additional awards](#) available to girls.

spring

MARCH

- » Final cookie payment due
- » **Special Girl Scout Day** – March 12 [Girl Scout Birthday](#)
- » The week of March 12 is Girl Scout Week including Girl Sabbath and Girl Scout Sunday
- » Council Religious Awards Celebration



TROOP TIP

Begin [Bridging](#) activities for girls who are moving up to the next grade level

APRIL

- » Early Bird membership renewal begins
- » Attend [GSACPC Annual Meeting](#) – open to all members
- » Start planning end of year [ceremonies](#)
- » **Special Girl Scout Day** – April 22 is [Girl Scout Leader Day](#)
- » Plan a bridging ceremony for girls moving up to the next grade level



TROOP TIP

Explore [Council Badges and Patch programs](#) available to girls.

MAY

- » Continue with regular troop meetings and activities.
- » Recognize troop volunteers
- » Have a girl-planned end of year celebration/activity
- » Re-register early for the next year.



TROOP TIP

Girls who renew membership early are more likely to return in the fall.



Fun Activities for Every G.I.R.L.

At Girl Scouts, we know that it takes a lot to keep up with girls today. It takes activities and experiences that provide girls with life-changing experiences that can inspire them to do big things.

At Girl Scouts–Arizona Cactus-Pine nobody understands that more than our Program Department and Outdoor Education Department. Each year, they plan and make available countless programs and opportunities for troops and girls at every grade level!

We encourage all of our troop leaders, parents and girls to visit the [Activities page](#) on the council website to explore the possibilities, experience a new adventure, and have a little nonstop fun!

There you'll be able to search by grade level, activity category, or location to find the many programs available to you and your girls. With activities focused on Life Skills, Leadership, STEM - Science, Technology, Engineering & Math, and Outdoor Adventures & Road Trips, we're sure you'll find something for your troop to help you bring the Girl Scout experience alive for your girls and make your role a little easier!

Where will your adventures take you?



Camp Like a G.I.R.L.

Girl Scout camp is all about trying new things, making new friends, and having fun! Outdoor experiences are a key element of the Girl Scout Leadership Experience. Whether it's a week full of fun in your local community or an overnight adventure, we've got you covered! Girl Scouts–Arizona Cactus-Pine owns four beautiful camp properties that girls enjoy all year round – Camp Maripai and Willow Springs in Prescott, Shadow Rim Ranch in Payson and the Bob and Renee Parsons Leadership Center for Girls and Women at Camp South Mountain in Phoenix. At Girl Scout camp, we have something for every **Go-getter**, **Innovator**, **Risk-taker** & **Leader**.

Be on the lookout for the Summer Camp Guide in December/January where you'll find information on all our amazing camps – including how and when to register! It's a great day when the Summer Camp Guide hits the website!

Organizational Structure

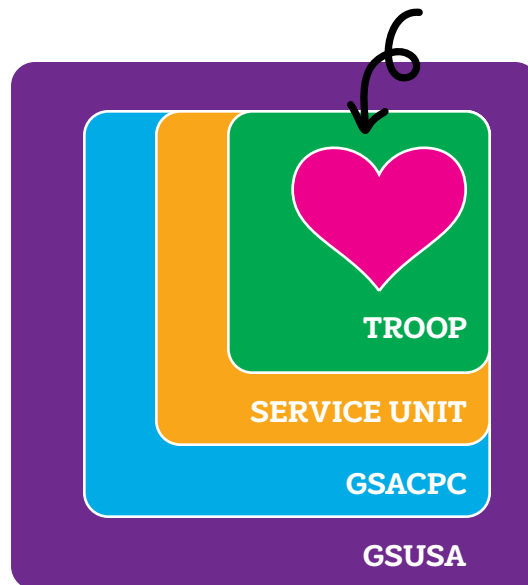
Girls are the heart of our organization!

Girl Scouts of the USA (GSUSA) The national organization supporting the work of more than 100 councils across the U.S. for more than 100 years. Headquartered in New York, New York.

Girl Scouts–Arizona Cactus-Pine Council An independent 501(c)3 nonprofit chartered by GSUSA operating under the direction of a local board of directors and overseeing all service units and troops within a given geographic area.

Service Unit Comprised of volunteers who support the work of troop volunteers within a given geographic area.

Troops Volunteer-supervised groups of girls who participate in the Girl Scout Leadership Experience.



Your Volunteer Support Network

Service Team Volunteers – Each Service Unit has a leadership team called the Service Team, comprised of volunteers who support the troops within the Service Unit by providing monthly leader meetings, girl and adult recruitment, local program events and volunteer support. Ongoing support to Troop Leaders is provided through monthly leader meetings in your local Service Unit. Be sure to attend your local leader meetings or send a troop representative.

The **Member Support Executive (MSE)** is a staff member whose role is to support Service Units and Troop Leaders in providing Girl Scouting in an assigned geographic area. Your MSE will be contacting you to make sure that you have the support you need.

The **Volunteer Support Team** is a team of Council staff members and volunteers who provide training and resources to volunteers. You will receive periodic emails and information to support your Troop Leader journey from this team.

Customer Care – Serving our volunteers is a top priority. Reach out anytime by clicking on the “[Contact Us](#)” form at girlscoutsaz.org or email reghelp@girlscoutsaz.org. During business hours you can reach a customer service specialist by calling 602-452-7030 or 800-652-6133. The team looks forward to resolving your needs and inquiries quickly.

GSACPC Social Media – Stay connected and help us share the Girl Scout love on social media! Be sure to like us on [Facebook](#), and follow us on [Twitter](#), [Pinterest](#) and [Instagram](#). Want to connect with other Troop Leaders in our council? Request to join the [GSACPC Leaders Facebook group](#).

eNewsletters – Each month, we send volunteers updates and newsletters via email, letting you know important information as well as new activities and opportunities for you and your Girl Scouts.

Appendix

1. Decisions, Decisions
2. Details, Details
3. Parent/Guardian Meeting Prep Checklist
4. Sample Parent/Guardian Meeting
7. Code of Conduct Agreement
8. 4Her Handout

DECISIONS, DECISIONS

Use these questions to talk with your troop committee volunteers to outline your troop's structure before discussing these topic with parents/guardians. A Troop Leader Worksheet is available on the next page to help you organize your troop start up.

1. How often will we meet, when and for how long (length of each meeting and during what part of the year)?
2. Where will we meet? Your meeting space should be somewhere safe, clean, and secure that allows girls to participate. Some great meeting space ideas include: schools, places of worship, libraries and community centers.
3. Which components of the uniform will families need to purchase? *TIP: Starter Kits are a great way for families to get everything they need. [Starter Kits are available at the Girl Scout Shop.](#)*
4. Will our troop be a single-grade level or facilitated as a multi-level troop with girls of many grade levels combined into on troop? If multi-level, how will be make sure they each get an age-appropriate experience?
5. How are we going to work with girls to decide on activities that are what they want to do, are age-appropriate and help them discover, connect, and take-action? You can utilize the Volunteer Toolkit (VTK) to help you through this process by exploring options for activities and reviewing the meeting plans and resources lists.
6. When and how will we communicate with parents/guardians? Keep everyone in the loop to make sure they know when, where, and what the activities will be and that girls are prepared for the activity. Effective communication will help set expectations and clarify parent/guardian responsibilities.
7. How will we work together as a team to share responsibilities, manage group and individual behaviors, and manage if someone is unexpectedly unable to help with a meeting?
8. How will we fund the fun? Will our troop charge dues, use product sale proceeds, and/or charge per activity? How much money will we need to cover supplies and activities? Outline a financial plan, and then fill in the details once girls determine what they want to do this year.
9. What is our procedure if a parent/guardian is late picking up daughter in emergency situations/non-emergency?
10. Will we provide a waiting space for parents outside of the meeting area or enlist parents who want to wait as Family and Friends volunteers to help our during the meeting?

Find uniforms, handbooks and more
for Girl Scouts of all ages at your

GSACPC Girl Scout Shop

1611 E Dobbins Road, Phoenix AZ 85042

shop now



DETAILS, DETAILS

Troop # _____ Service Unit _____ Program Grade Level _____

Meeting Frequency & Time

Use this information to update your troop profile in [MyGS and the Volunteer Toolkit](#).

- | | |
|--|---|
| <input type="checkbox"/> Every week | <input type="checkbox"/> 3:30 – 5:00 PM |
| <input type="checkbox"/> Every other week | <input type="checkbox"/> 4:00 – 5:30 PM |
| <input type="checkbox"/> 1 st & 3 rd _____ | <input type="checkbox"/> 5:30 – 7:00 PM |
| <input type="checkbox"/> 2 nd & 4 th _____ | <input type="checkbox"/> 6:00 – 7:30 PM |
| <input type="checkbox"/> Once a month on _____ | <input type="checkbox"/> Other _____ |

Meeting Location

Brainstorm with co-leaders & parents, use everyone's network.

- | | | |
|---|---------------------------------|---|
| <input type="checkbox"/> Troop Leader's house | <input type="checkbox"/> Church | <input type="checkbox"/> Community Room |
| <input type="checkbox"/> Troop member's house | <input type="checkbox"/> School | <input type="checkbox"/> Other _____ |

Site Name _____

Address _____ City _____ State _____ Zip _____

Phone _____ Facility Contact _____

If using a public facility, is a Certificate of Liability required? ☐ No ☐ Yes

Certificate of Liability request form is available in the council [online forms library](#).

Membership and Troop Dues

GSUSA Annual Membership Dues = **\$25 per year** ([register online at girlscoutsaz.org](#))

Troop Dues = \$ _____ per ☐ meeting ☐ month ☐ semester ☐ year

What is our troop Communication plan? (describe)

What Troop Governance model will we use? ☐ Circle ☐ Patrol/Court of Honor ☐ Executive Board

See [Volunteer Essentials](#) and complete the Troop Program Basics course for more information.

Will we serve snacks during the troop meeting? ☐ Yes ☐ No

Be sure to consider allergies and dietary restrictions when serving snacks.

If yes, how will snacks be provided: ☐ families take turns ☐ troop funds

Leader planning meetings will be held every _____

PARENT/GUARDIAN MEETING **PREP CHECKLIST**

- ☐ Arrange for a meeting time and place such as your home, local school, church or library.
- ☐ Use your troop roster in MyGS (log in found in the top right corner of girlscoutsaz.org) to invite families.
- ☐ Print out copies of the [Girl Information/Permission & Health History](#) for each girl. Available in the forms library at girlscoutsaz.org and in this appendix. **Keep completed copies of this form on hand for all troop meetings and activities.**
- ☐ Use the 4Her handouts and parent cards to enlist parent support.
- ☐ Arrange for another adult to do a craft or activity with the girls while you talk with the parents.
- ☐ Arrange to have copies of the Family Guide for each family on hand.
- ☐ Print out copies of the Girl Code of Conduct for each family.
- ☐ Practice what you want to say and the information you want to share.
- ☐ Remember - this will be their first experience with Girl Scouts. Make sure you have fun!



To ensure all girls and parents are aware of their responsibilities, use the Code of Conduct Agreement in the Guide to Managing Girl Behavior.

SAMPLE

Parent/Guardian Meeting

A fully scripted family meeting plan is provided in your [Getting Started](#) course.

Tonight's Agenda

Welcome

- ☐ Introduce Troop Leaders
- ☐ Opening - Recite the Girl Scout Promise and Law (*A great time to reference the values Girl Scouts cultivates in girls.*)
- ☐ Send girls to do program activity
- ☐ Parent Introductions
- ☐ Pass out the Family Guide to Girl Scouts, if available (*encourage parents to fill in their troop# and important contact information for future reference*)

Our Troop

- ☐ Brief overview of organization - our troop, our service unit, our council, etc.
- ☐ Discuss meeting dates, time and location
- ☐ Finances
 - GSUSA membership (\$25)
 - Local troop dues and how they are used
 - Troop uniform/insignia: (purchase for parents or direct them to Council Shop to purchase on own)
 - [Financial assistance](#) available through GSACPC
- ☐ Events – Troop events and field trips, payment and permission forms
- ☐ Distribute Girl Information/Permission & Health History to be completed and submitted before leaving
- ☐ Troop communication – how will families be informed of troop happenings
- ☐ Emergency communication – late pick-up, cancellations, etc.

(bring girls and parents back together)

Troop Leader Responsibilities

- ☐ Share Leader's Responsibilities - re: Family Guide
- ☐ Troop Liaison with local Girl Scout Service Unit
- ☐ Troop Bank account
- ☐ Take training as needed to be awesome leaders

Parent/Guardian Responsibilities

- ☐ Review Family Responsibilities in the Family Guide
 - 4Her Promise - How every parent can help
 - Discuss volunteer roles needed and which roles require registration and background check

Girl Responsibilities

- ☐ Review girl responsibilities in Family Guide
- ☐ Distribute girl code of conduct - review expectations and have parents and girls sign

Wrap Up

- ☐ Collect Agreements, 4Her cards and Permission forms
- ☐ Close the meeting with a friendship circle or song
- ☐ Q & A after closing



4Her Promise

We're asking for your promise of 4 volunteer hours per family-4 Her.

The “4Her Promise” is an open door for parents and family members to participate in Girl Scouts with their daughters and support their troop. It can build a solid support base and strengthen a girl’s chances of longevity with her troop. Girls who have family support and participation in their Girl Scout adventures are more likely to stay in Girl Scouts. And parents/guardians want to ensure their girl feels supported. In fact, one out of four people say they don’t volunteer because no one asked them to–so, let’s ask the parents we know! There are only so many hours in a day, and girls and their families must balance many interests, commitments and responsibilities. That’s why Girl Scouting today is more flexible than ever!

Girl Scout Troops rely on parent and family support for girls to receive the best experience possible. Troop Leaders have committed to provide primary guidance, support and planning, but we’re asking all families to help when possible.

What Can a 4-Hour Promise Do?

- The 4Her Promise is an open door to participation for parents and family members. Your girl’s troop can accomplish so much more, with just a little help.
- Provide a solid support base and strengthen a girl’s chances of longevity with the troop–leaders have reported lack of parent support as the number one reason troop members quit.
- Significantly increase communication–and camaraderie–among all the troop’s families.
- Witness your daughter develop leadership skills in Girl Scouting.

Customize Your Role

On the back of this flier is a list of ways to support your troop this year. Please indicate how you plan to help and return the top portion of this flier to your Troop Leader. Fill out the tear-off below and keep it for your reference. All family members are invited to participate!



4Her Promise

My Promise 4Her

Please complete this section and keep it with you as a reminder of your commitment to support your troop this year!

I promise to contribute to the success of Girl Scout Troop _____ this year by volunteering at least four hours of my time.

ADULT NAME _____ GIRL NAME _____

HOW I’LL HELP _____

Yes! I can help!

All adults who help the troop regularly, have regular contact with girls, transport girls, or handle troop funds must complete the annual \$25 Girl Scout member registration, selecting the Troop Family and Friends Volunteer option, and complete a background check. And we encourage all adults to register as members regardless of role.

Place a checkmark in the boxes next to the things you can do to help. Please return this section to your Troop Leader.

ADULT NAME _____ GIRL NAME _____

TROOP # _____ PHONE _____ EMAIL _____

Yes, I can do this!	Volunteer Opportunity	Description
	Communication Coordinator	Share troop news with your families and Service Unit. Coordinators may choose to create a newsletter, closed Facebook group, online portal, or other private method of communicating about the troop.
	Shopper and Prepper	Shops for troop supplies, snacks, refreshments. Manages snack and refreshment calendar and preps as needed.
	Game Leader*	Learns and teaches games for the girls to play.
	Song Leader*	Shares a musical talent with girls by researching and teaching them Girl Scout songs.
	Subject Matter Expert* (SMEs)	Individuals with careers, hobbies, skills, unique interests or talents who shares them with the girls through a meeting, program or badge session.
	Tagalong Activities*	Watches siblings or other children while Troop Leaders/volunteers focus on the troop, as appropriate.
	Helper*	Provides general support to leaders during meetings.
	Event Coordinator	Coordinates logistics, venue set-up, reservations, entertainment, décor, food and marketing for special troop events.
	Other	Create your own volunteer opportunity.
	Troop Co-Leader*	Provide regular support to the troop and attend all meetings.
	Activities Leader*	Assist in leading activities, like badge work, craft projects, or other on an as needed basis.
	Troop Finance Manager*	Supports leader with budget, collection, deposits and payments of troop funds.
	Troop Cookie Manager*	Provides girls and families support during cookie season. Responsible for cookie orders and pick-up, booth sale sign-ups, cookie finances, girl recognition and other cookie program responsibilities.
	Certified Troop Camper*	Prepares for and guides girls through camp outings or other outdoor adventures.
	Ceremony and Recognition Coordinator*	Works with leaders to plan troop ceremonies, such as investiture, bridging and awards.
	Chaperones*	Supervises during field trips, activities or other events.
	Driver*	Transports girls to field trips, camps or other event locations. Must be 21+ and have a valid driver's license and vehicle insurance.

**Roles requiring registration, background check and training*



What Can a 4-Hour Promise Do?

- The 4Her Promise is an open door to participation for parents and family members. Your girl's troop can accomplish so much more, with just a little help.
- Help build a solid support base and strengthen a girl's chances of longevity with the troop—leaders have reported lack of parent support as the number one reason for quitting.
- Communication between you and other troop families significantly increases.
- Witness your daughter develop leadership skills in Girl Scouting.
- We encourage every family helper to register as Girl Scout members, under the Troop Family and Friends Volunteer option, although it is only required for certain volunteer roles. Start at girlscoutsaz.org/waystovolunteer.




girl scouts
arizona cactus-pine

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girlscoutsaz.org

Girl Scouts of the USA (GSUSA)
www.girlscouts.org