



IGM ADVOCATE

Service Team Position Description

SUMMARY Support the Engagement, Inclusion and Retention of girls participating in the Girl Scout Experience independently.

SUPPORTED BY Member Support Executive (MSE) in partnership with IGM Coordinator

APPOINTMENT Appointed by MSE in partnership with the IGM Coordinator for one year; reappointment based on annual evaluation.

RESPONSIBILITIES/DUTIES

- » Promote communication to girls and families about local and Council program options. Ensure Independent Girl Member (IGM) families within your jurisdiction receive notifications regarding upcoming events.
- » This position acts as the point of contact between the Service Unit and the IGM Coordinator.
- » Assists in recruiting new volunteers, and Girl Scouts each membership year.
- » Help recruit and promote the need for a Service Unit IGM Specialist for Fall Product and Cookie Program.
- » Coordinate connection with Troops for IGM's who would like to participate in Service Unit-level events. Contact the Events Manager or Coordinator to support IGM participation in all Service Unit events and facilitate integration of IGM girls.
- » Refer volunteers that are interested in a short-term time commitment to the Council IGM Support Team. The IGM Support Team activities include planning and supporting Networking activities for IGM girls like the beginning and end of the year gatherings.
- » Attend and participate in Service Unit and leader meetings to promote positivity and visibility for IGMs.

REQUIREMENTS AND QUALIFICATIONS

- » Present a positive image of Girl Scouting to girls, volunteers, and community members.
- » Comply with all GSUSA and Council policies and procedures, including [Volunteer Essentials](#), [Safety Activity Checkpoints](#), and the [Volunteer Terms and Conditions](#); recognize, understand, accept, and support all Council goals and objectives, including the [Diversity, Equity, Inclusion, and Racial Justice Policy](#).
- » Be guided in all actions by the Girl Scout Mission, Promise, and Law.
- » Be a registered member of GSACPC with a current background check.
- » Join [GSACPC Independent Girl Members \(IGM\)](#) Facebook page.
- » Review IGM Support Materials provided by GSACPC Program Staff.
- » Complete IGM Advocate training.
- » Complete the annual [Volunteer Agreement](#).
- » Participation in Authentic Leadership Community workshops recommended.
- » Complete Looker Access Agreement to access GSUSA data system.

By signing this agreement, I acknowledge that I have read, understand and agree to all responsibilities and requirements listed in the IGM Advocate Service Team Position Description. In addition, as a volunteer serving in a Service Team position, I understand that some of my work will involve access to information/records that are considered confidential. I acknowledge my responsibility to respect the confidentiality of all volunteer and troop records, to follow council procedures in order to protect privacy and to act in a professional manner. I further understand that if I am found misusing confidential material or not protecting the privacy of others through my actions, I may be released from my position immediately.

SIGNATURE OF VOLUNTEER _____ DATE _____

PRINTED NAME _____ SERVICE UNIT _____

Thank you for your time and commitment!