

IGM ADVOCATE

Service Team Position Description

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

SUPPORTED BY Member Support Executive (MSE) in partnership with relevant GSACPC Program Staff.

APPOINTMENT Appointed by MSE in partnership with the relevant GSACPC Program Staff 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 relevant GSACPC Program Staff.
- » 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.
- » Help recruit a Volunteer Chaperone as IGM Guide at Neighborhood Events. An event chaperone contacts participant before event and arranges for a place to meet at the site. Leads a get acquainted game or introductions with IGM girls. Matches girls up as buddies and maintains supervision of the group during the event.
- » 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 TO BECOME AN IGM ADVOCATE

- » 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, recognize, understand, accept, and support all Council goals and objectives, including the Diversity Equity and Inclusion Statement.
- » Be guided in all actions by the Girl Scout Mission, Promise, and Law.
- » Be a registered member of GSACPC with a current background check.
- » Review IGM Support Materials provided by GSACPC Program Staff.
- » Complete IGM Advocate training.
- » Leadership from the Inside Out online resource 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!