



Girl Scout Troop Leader Agreement

Position: Troop Pathway Girl Scout Leader/Advisor
Term: One year; renewable
Appointed by: Service Unit Coordinator

Volunteer Agrees To:

- Become a leader in good standing:
 - Register as a member of GSUSA
 - Complete the Volunteer Application process, including completion of a background check
 - Sign and submit your volunteer agreement
 - Sign and submit your Volunteer Financial Acknowledgement Agreement
- Complete required position training.
- Register your troop and any additional girls by September 30th of current membership year.
- Establish, monitor and maintain financial records.
- Involve girls in age-appropriate troop budgeting and money management activities.
- Make Troop/Group financial records available to all parents and council representatives upon request.
 - Ensure that all monies are collected and turned in on-time (Fall Product Campaigns & Cookies)
- Submit Annual Troop Financial Statement before June 30 of the current year.
- Use the Safety Activity Checkpoints and age level handbook to plan healthy, safe and secure experiences. Follow proper trip approval request procedures; and notify the council of accidents and incidents.
- Conduct an annual parent meeting at the beginning of the year. Communicate regularly with parents and co-leaders/assistant leaders, and involve them in troop decisions, plans and activities.
- Hold regular troop meetings based on girls' schedules and as agreed upon by adults.
- Guide girls in experiencing an array of opportunities to learn, discover, make friends, develop values and lead the way in giving back to the community.
- Encourage girls to take on increasing responsibility for creating their own program activities.
- Provide an environment that embraces diversity. Reduce barriers so that all girls may participate.
- Attend or send representation to all SU meetings. Maintain contact with your service team/support team. Communicate with your Membership Field Team for assistance if questions or problems arise.
- Agree and comply with all policies outlined in the volunteer policies.
- Follow the Girl Scout Promise & Law

The Girl Scouts of Suffolk County Council & my Service Unit Agrees To:

- Provide a volunteer position description agreement and volunteer policies.
- Provide a letter of appointment.
- Regularly scheduled Service Unit meetings
- Annual Accomplishment Review
- Provide training relevant to the position:
 - GS101
 - Orientation
 - Journey to the GSLE by level
 - CPR/First Aid as per American Red Cross standards
 - Enhancement workshops
- Provide on-going training & explanation of all product sales campaigns.
- Implement ongoing affirmative action for volunteers.
- Provide recognition for the time and energy devoted to the position.
- Provide ongoing support and guidance in the following areas:
 - Program planning
 - Troop finances
 - Girl planning/decision making
 - Problem solving

Volunteer Leader Agreement

I have read and reviewed the responsibilities of the Troop/Group Volunteer Leader Position Description and Volunteer Policies, and I agree to fulfill these duties to the best of my abilities.

name	position	troop #	service unit #
address	city	zip	
e-mail			phone
signature	date		

Please read this agreement and complete your information in the box above, including your signature. Please keep a copy for yourself and email a copy to your Service Unit Coordinator and volunteers@gssc.us. Please put your name, SU and Troop number in the subject line.