

## Guide to Troop Volunteer Roles

Girl Scout Adult Member	Girl Scout Adult Volunteer
<ul style="list-style-type: none"> <li>• 18 years or older</li> <li>• Paid GSUSA annual membership dues or registered as a Lifetime member</li> </ul>	<ul style="list-style-type: none"> <li>• Registered as a Girl Scout Member</li> <li>• Has chosen a volunteer role at the troop, service unit and/or council level</li> <li>• Completed Live Scan Fingerprinting</li> <li>• Completed Mandated Reporter training as well as any other training requirements for the specific role</li> </ul>

### Do all adults need to be registered volunteers to help with the troop?

No, individuals who do not interact directly with youth members and/or individuals that are coming to help for special presentations or activities infrequently when there will be other adult volunteers present and supervising the Girl Scouts do not need to register in a volunteer role. Individuals who are helping regularly with the troop, serving as drivers or trip chaperones and/or holding the roles listed below need to register for a volunteer role. Financial assistance is available to help with membership dues, Live Scan Fingerprinting and the other costs associated with serving as a Girl Scout volunteer.

Girl Scout Troop Roles	Description	Training	
Troop Leader*	Volunteers in this role will facilitate meetings and events while encouraging a girl-led environment. Other responsibilities include maintaining accurate troop records, ensuring effective communications between troop and parents, and completing annual membership renewal for the Girl Scouts and volunteers in your troop.	634 Troop Leadership Learning Pathway	
Troop Treasurer	Devote a few hours a month to ensure Girl Scouts have life-changing experiences, memorable moments, and fun by managing their troop funds. Troop funds support troop members' choices and dreams, but also provide basics like activities supplies and patches. Demonstrated financial responsibility and ethics; accurate, transparent record-keeping; and support for fundraising and money-earning activities are allpart of this role.	634 GSHCC Volunteer Learning Pathway 634 Troop Finance Essentials	If a troop leader will be managing the troop finances this role does not need to be filled.
Fall Product Manager**	Over a 7-week period you will be coordinating communication, product distribution, and funds to support your troop's product sale. Your organization, ethics and enthusiasm will help motivate your troop to reach their goals, while building the next generation of financially empowered adults.	634 GSHCC Volunteer Learning Pathway Annual Fall Product Program Training (Aug/Sep)	Training certificate will need to be submitted to Service Unit Fall Product Program Manager
Cookie Manager**	Over a 12 week period you will be coordinating communication, product distribution and funds in an effort to support your troops' involvement in our program. Your organization, ethics and enthusiasm will help motivate your troop to reach their goals, while building the next generation of financially empowered adults.	634 GSHCC Volunteer Learning Pathway Annual Cookie Product Program Training (Dec)	Training certificate will need to be submitted to Service Unit Cookie Program Manager
Troop Support Volunteer***	As a Troop Support Volunteer you'll aid your troop so that all Girl Scouts have fun and stay safe. Have fun working with the troop leaders and other adults to carry out activities behind the scenes and at troop meetings or troop outings.	634 GSHCC Volunteer Learning Pathway	

\*Individuals holding the troop leader role do not need to sign up for additional roles in the troop unless they wish to also serve as a Product Program Manager

\*\*Troops should leave these positions vacant if they are not participating in the product program

\*\*\*Individuals holding one or more of the other troop volunteer positions do not need to sign up as a Troop Support Volunteer to also serve in any of the ways listed below.

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The positions below are ideas for roles you may wish to have within your troop and/or that you might need when you start having experiences outside of your regular troop meetings. They should register as a troop support volunteer and provide the leader with any documentation listed in Safety Activity Checkpoints (SAC).

Girl Scout Troop Roles	Description	Training	
Activity Leader	An individual who leads activities for the troop.	Leaders should review SAC for the specific activity to see if specialized certifications or training are required	Leaders should collect copies of any certifications and/or documented experience and keep them on file.
Activity Helper	Individual who assists with troop activities or helps the troop to meet the required youth to adult ratio.		
Driver	Individual who drives youth members to and from a troop arranged activity (this only applies to travel coordinated by the troop, not carpooling arranged by individual families)	21 years old Valid Driver's License Automobile Insurance	Troop leader's should review driver's licenses and proof of insurance prior to the trip
Chaperone	Individual who supervises Girl Scouts during a troop outing or at an overnight event		
Camping Coordinator	Individual who serves as the troop's camp certified adult and assists Girl Scouts and Troop Leaders with planning camping experiences	Troop Camp Certification	Troop Leader's should collect proof of training and/or have the date training was completed recorded.
First Aider	Individual responsible for First Aid during troop activities. SAC outlines the level of first aid needed based on the type of activity and distance from definitive care.	Current First Aid and CPR Certification	Troop leaders should collect copies of the certification (EMTs, RN's, DRs,etc should provide a copy of their license and current CPR certification)