



Troop Consultant Volunteer Job Description

Department: Mission Delivery
Appointed by: Service Unit Manager (SUM)

Purpose: Provides programmatic support and guidance to Girl Scout troop leaders and ensures the Girl Scout Leadership Experience (GSLE) is effectively delivered in the troop pathway to meet the needs and interests of girls. A service unit (SU) may appoint one or several troop consultants, based on the size and needs of the SU.

Term of appointment: One Girl Scout year, with possibility for continued service

Support: Direct support is provided by the SUM and Membership Manager (MM). She/he has access to relevant learning opportunities and materials that prepare for and support this role.

Responsibilities:

- Support troop leaders and encourage excellent delivery of the troop pathway.
- Promote universal implementation of the core national program; Journeys and Girl's Guides to Girl Scouting.
- Provide instruction and continued support on use of the Volunteer Toolkit (VTK).
- Advise troop leaders on Safety Activity Checkpoints, Volunteer Essentials, additional money earning, and the Trip and Activity Approval process.
- Ensure adult volunteers are aware of council trainings and enrichments, and verify completion.
- Assist SUM in addressing issues and concerns within the troop/group setting.
- Promote the Girl Scout Leadership Experience (GSLE).
- Attend service team/service unit meetings, and share in planning and implementing service unit discussions and activities.
- Coach leaders to provide programming that is consistent with the GSLE. Conduct monthly presentations at service unit meetings on this topic.
- Promote the Girl Scout processes – girl-led, learning-by-doing, cooperative learning.
- Complete position training.
- Remain informed/comply with the most current policies, procedures, guidelines of GSKSMO and GSUSA.

Core Competencies:

- Girl focus: Empower girls to lead, learn by doing, and learn cooperatively with others on current issues that involve their interests and needs, while having fun.
- Personal integrity: Demonstrate dependability, honesty, and credibility.
- Adaptability: Adjust, modify own behavior, and remain flexible and tolerant in response to changing situations and environments.
- Oral communication: Express ideas and facts clearly and accurately.
- Foster diversity: Understand, respect, and embrace differences.
- Computer skills: Access to e-mail and the Internet.

Requirements:

- Must be a registered members of GSUSA
- Must pass a criminal background check
- Be guided in all actions by the Girl Scout Mission, Promise and Law
- Willingness to work effectively with other team members
- Demonstrated group and interpersonal communication skills
- Background in customer service and support or other relevant fields
- Excellent organization and project-management skills

This job description is not intended to be all-inclusive. Reasonable accommodations will be made to allow individuals with disabilities to perform volunteer jobs with the council whenever possible.