

**BOSTON**

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**MIDDLEBORO**

111 East Grove Street  
Middleboro, MA 02346  
T 508 923 0800  
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**NORTH ANDOVER**

1740 Turnpike Street  
North Andover, MA 01845  
T 978 689 8015  
F 978 688 1846

**WALTHAM**

265 Beaver Street  
Waltham, MA 02452  
T 781 893 6113  
F 781 893 0022

## Volunteer Position Description

**Volunteer Position:** Troop Volunteer

**Summary of Position:** Support and mentor a group of girls in a troop setting that incorporates the Girl Scout Leadership Experience; Participate in Service Unit meetings and activities; work cooperatively with other troop volunteers and the girl family and friend network.

**Term of Appointment:** One Year

### Duties/Responsibilities:

- Be a positive role model to girls and adults while acting with integrity and adhering to the Girl Scout Promise and Law.
- Operate the troop and conduct girl activities safely, in adherence to guidelines and standards of Safety-Wise, Volunteer Essentials, and Safety Activity Checkpoints. .
- Find an appropriate and safe meeting place for troop.
- Meet with troop on a regular basis.
- Guide girls in the planning and execution of activities appropriate to their interests and abilities and that are cooperative, girl-led and learn by doing.
- Encourage girl decision making and leadership in all aspects of troop activities.
- Ensure that accurate troop treasury and related records are kept and submitted in a timely manner while safeguarding the money of the girls.
- Accept and welcome new girls and adult volunteers into the troop.
- Attend volunteer/Service Unit meetings.
- Communicate and work cooperatively with troop volunteer team members, the girl family and friend network, and Service Unit Team.
- Supplement meetings by participating in council-sponsored events and programs.
- Support and participate in council money earning programs.
- Maintain confidentiality on behalf of the Girl Scout organization.

### Qualifications:

- Become a registered member of Girl Scouts.
- Agree to a criminal background check in compliance with state law.
- Accept the Girl Scout commitment to work with all without regard to race, ethnicity/culture, religion, socio-economic-status, gender, sexual orientation or differing abilities.
- Work cooperatively with girls and adults, including staff, volunteers, and families.
- Positive attitude that reflects the acceptance of the mission and goals of GSUSA and GSEM.

**Reports to:** Service Unit Coordinator

### Required Training:

- GSUSA On-line Orientation, GSEM Orientation, Leadership Essentials, Level Workshop