



Adult Awards Committee Member

Position Description/Volunteer Agreement

Name: _____

Telephone (primary): _____ E-mail: _____

Term of Appointment: one year (October 1-September 30)

Appointed by and Responsible to: Program and Adult Education Director or their designee.

Purpose: To ensure outstanding adult volunteers are recognized with appropriate Girl Scouts of the USA and Girl Scouts Heart of Michigan awards.

Benefits to volunteer: Volunteers in this position will be able to learn about our volunteers and community partners' contributions to Girl Scouting and assist in recognizing their exemplary service through the Girl Scouts Heart of Michigan and Girl Scouts of the USA Adult Awards.

Responsibilities:

- Be a Role Model
 - Project a positive attitude that reflects the acceptance and support of Girl Scouts Heart of Michigan key priorities.
 - Demonstrate honesty, credibility and dependability.
 - Exemplify and advocate the Girl Scout mission, Promise and Law.
- Be an Educator
 - Share information with service unit managers, volunteers and staff about the available Girl Scout awards for adults.
 - Promote, encourage, and facilitate the nomination of outstanding volunteers for Girl Scouts Heart of Michigan and Girl Scouts of the USA Adult Awards.
- Be a Team Player
 - Diligently review the nominations for Girl Scouts of the USA and Girl Scouts Heart of Michigan Council level adult awards and recommend appropriate recipients to the Girl Scouts Heart of Michigan Board of Directors.
 - Positively interpret and support the council's policies, standards, procedures, and decisions.
 - Review award nomination and approval process periodically, as needed.

Volunteer agrees to:

- Register as a member of Girl Scouts of the USA and Girl Scouts Heart of Michigan.



- Complete a trainer application, background check, an orientation and required course(s) regarding the volunteer work.
- Acknowledge that this position is voluntary and does not provide monetary compensation.
- Perform these volunteer duties to the best of my ability.

Girl Scouts Heart of Michigan agrees to:

- Provide updates, learning opportunities and assistance for the volunteer to be able to meet the responsibilities of this position.
- Provide a copy of Girl Scouts Heart of Michigan volunteer policies.
- Provide an orientation to the position, Girl Scouts Heart of Michigan, and Girl Scouts of the USA.
- Provide the basic equipment, tools, and materials for the position, and regular meetings and updates.
- Carry liability insurance and supplemental accident insurance as part of your Girl Scout membership.
- Provide ongoing support, guidance, and feedback.
- Give recognition for time devoted to the position.
- Be receptive to comments from volunteers regarding ways in which we might mutually better accomplish our respective tasks.

I have read and agree to abide by the Adult Awards Committee Position Agreement.

I understand that failure to fulfill these responsibilities may result in the release of volunteer appointment or non-reappointment to a volunteer position with Girl Scouts Heart of Michigan.

Staff Signature

Date

Volunteer Signature

Date