



## **Gold Award Committee Member**

Position Description/Volunteer Agreement

Name: \_\_\_\_\_

Telephone (primary): \_\_\_\_\_ E-mail: \_\_\_\_\_

**Term of Appointment:** three years (October 1-September 30 of each year)

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

**Purpose:** The Gold Award Committee advises and mentors girls in the planning, implementation, and documentation of Gold Award projects. As a volunteer member, you will work with the committee in the decision-making process for approving and awarding Gold Awards.

**Benefits to volunteer:** Volunteers in this position will learn effective communication styles, support and advise Gold Award Girl Scouts throughout the project process, and educate and empower them to become leaders in their communities.

### **Responsibilities:**

- Monitor girls through all aspects of earning their Girl Scout Gold Award (approving monthly time logs, troubleshoot project challenges, ensure all award requirements are being met, sign off on final paperwork, etc.)
- Attend, and actively participate in committee meetings.
- Attend at least one of each training per year to keep up with additions to each training.
- Keep committee member paperwork up to date monthly.
- Advocate for Bronze, Silver, and Gold Awards in the local community.

### **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.
- Acknowledge that committee members should not mentor girls with whom they have a personal relationship (troop, service unit, friend, family).
- 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 Gold Award Committee Member 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.

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Staff Signature

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Date

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Volunteer Signature

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Date