

KNOW YOUR RESPONSIBILITIES

(Found in Volunteer Essentials, Chapter 1)

As a Girl Scout River Valleys troop leader, it will be your responsibility to:

1. Accept the Girl Scout Promise and Law.
2. Understand the Three Keys to Leadership that are the basis of the Girl Scout Leadership Experience: Discover, Connect, and Take Action.
3. Share your knowledge, experience, and skills with a positive and flexible approach.
4. Work in a partnership with girls so that their activities are girl-led, allow them to learn by doing, and allow for cooperative (group learning); you will also partner with other volunteers and council staff for support and guidance.
5. Facilitate a safe experience for every girl.
6. Provide guidance and information regarding Girl Scout group meetings with girls' parents or guardians on a regular and ongoing basis through a variety of tools, including email, phone calls, newsletters, blogs, other forms of social media, and any other method you choose.
7. Process and complete registration forms and other paperwork, such as permission slips.
8. Communicate effectively and deliver clear, organized, and vibrant presentations or information to an individual or the group.
9. Oversee with honesty, integrity, and careful record-keeping the funds that girls raise.
10. Maintain a close connection to your service unit.

SAFETY RESPONSIBILITIES

(Found in Safety-Wise on page 1-2)

Creating and maintaining a safe environment is an important responsibility of a Girl Scout troop leader. As a troop leader it will be your responsibility to:

- 1. Follow the Safety Activity Checkpoints.** These Checkpoints can be found on the Girl Scouts River Valleys' website at Volunteers.GirlScoutsRV.org.
- 2. Report Abuse.** Sexual advances, improper touching and sexual activity of any kind with girl members, as well as physical verbal and emotional abuse of girls is strictly forbidden.
- 3. Travel Safely.** When transporting girls to planned Girl Scout field trips and other activities that are outside the normal time and place, every driver must be a registered adult volunteer and have a good driving record, a valid license and a registered/insured vehicle. Insist that everyone is in a legal seat and wears her seat belt at all times, and adhere to state laws regarding booster seats and requirements for children in rear seats.
- 4. Ensure safe overnight outings.** Prepare girls to be away from home by involving them in planning, so they know what to expect.
- 5. Role-model the right behavior.** Never use illegal drugs. Don't consume alcohol, smoke, or use foul language in the presence of girls. Do not carry ammunition or firearms in the presence of girls.
- 6. Create an emotionally safe space.** Protect the emotional safety of girls by creating a team agreement and coaching girls to honor it.
- 7. Ensure that no girl is treated differently.** Girl Scouts welcomes all members, regardless of race, ethnicity, background, disability, family structure, religious beliefs, and socioeconomic status.
- 8. Promote online safety.** Instruct girls never to put their full names or contact information online, engage in virtual conversation with strangers, or arrange inperson meetings with online contacts.
- 9. Keep girls safe during money-earning activities.** During Girl Scout product sales, you are responsible for the safety of girls, money, and products. Maintain a close connection to your service unit.