

# Troop Leader Position Description

**Summary:** Troop Leaders mentor a local group of Girl Scouts as they discover new skills, make lifelong friends, and have fun changing the world. As part of a troop's volunteer team, Troop Leaders set the troop's schedule, plan and facilitate regular troop meetings, and connect with the local Girl Scout community.

**Expected Commitment:** approximately 10 hours per month, 1-year term of appointment (October–September) renewed annually online

**Training Required:** Getting Started in Leadership (~90 min online at your own pace)

**Supervision:** GSEMA Volunteer Support Specialist (staff) in collaboration with local volunteer Service Unit Coordinator

## Responsibilities:

- Follow and model the Girl Scout Promise and Law. Embrace the Girl Scout mission through the Girl Scout Leadership Experience.
- Collaborate with families to provide a welcoming Girl Scout troop experience to new and returning Girl Scouts each year.
- Secure an appropriate and safe meeting place for regular troop meetings (usually every other week for about 1 hour).
- Facilitate troop meetings by guiding girl decision-making of hands-on activities appropriate to members' interests and abilities.
- Conduct all troop activities safely by adhering to [Girl Scout Safety Activity Checkpoints](#) and [Volunteer Essentials](#) procedures.
- Communicate and work cooperatively with all troop volunteers, troop families, community (service unit) volunteers, and GSEMA staff.
- Engage with the Girl Scout community by participating in GSEMA programs and local (service unit) events/meetings.
- In coordination with Troop Treasurer and/or bank account signers, ensure that accurate troop financial records are kept and submitted annually while safeguarding the troop/girls' money.
- Support troop participation in seasonal Girl Scout product programs by recruiting seasonal Troop Cookie and Fall Product Program Coordinator volunteers.

## Qualifications:

Agree to the volunteer provisions listed in the [annual Online Volunteer Agreement](#), including but not limited to annual membership; a criminal background check; confidentiality of member information (CISP); and the Girl Scout commitment to work with all without regard to race, ethnicity/culture, religion, socio-economic status, gender, gender identity and expression, sexual orientation, or differing abilities.