

New volunteer conference calls

Aug. 28 – Getting your troop set up and building parent support

1. What do I do to get started?

There are four tasks to help any leader begin:

- Complete and submit volunteer application
- Meet with Service Unit Director (SUD) - get registration packet and service unit meeting information
- Take New Leader Training (NLT) – [New leader training checklist](#)
- Meet with assistant leader to determine meeting location, time and days

2. What's in the registration packet?

- Girl and adult registration forms
- Health history forms
- Dues summary
- Troop roster

3. Who completes what?

- Leaders and parents who wish to become members and all girl members fill out registration forms.
- Parents complete the health history form and the leaders keep this for their records
- Once the leader has collected five girls for levels Daisy - Junior and two adults they complete the dues summary and roster then turn in to the SU registrar.

4. When do I get the troop number?

Once you turn in registration forms two adults and five girls to the SU registrar, you will receive the troop number.

5. May I turn in registrations to the council office?

They should be turned in to the SU registrar. There is a process that must be followed.

6. May I have a meeting before I take New Leader training?

Yes, you may conduct a parent meeting, but you need to have application approved and should meet with the SUD or SU team member to receive the registration packet. You must receive New Leader training to actually meet with the girls.

7. When should I have the first meeting?

Once your application has been approved and you have met the SUD to collect the registration forms, you will want to meet with the assistant leader to decide a meeting day.

8. What do I need for the first meeting (parent's meeting)?

Leader's contact information, membership forms, health history form, financial assistance for membership and program, new parent information sheet, volunteer application, store catalogs, parent survey and a schedule of meeting dates.

9. What if a girl cannot afford the fee?

We provide the fee through a financial assistance request form. The form serves as cash to our office so when totaling money always count the form as money as well.

10. How do I get parents involved?

- **Parent volunteer calendar** -parents sign up for troop responsibilities during the month or take on for a month.
- **Parent Survey** is a useful tool to find out their skills

Four areas to emphasize during the parent meeting:

1. Have parents complete registration form, health history
2. Discuss leaders contact information
3. Discuss key volunteer positions where parents can assist (cookie chair, treasurer, first aid, camping or driver)
4. Discuss fees (membership-\$10, troop start up-up to \$10, Annual Fund donation up to \$40 per family). Other fees may be assessed, however there are three council supported fundraisers- cookie, calendars (former Northwest Georgia members) and nuts and candies (former Pine Valley members)

11. Do parents have to complete a volunteer application or pay to become a member?

Yes, but membership is optional, though encouraged.

12. Do parents need to take training?

It is a good suggestion to have parents (especially those taking on a more active role in the troop) to take NLT. Remember they may take it online.

13. Do you require girls to purchase a uniform?

No.

14. Can a man be a GS volunteer?

Yes.

Questions from volunteers participating in the call:

1. Must I submit a volunteer application to work with another troop?

No, once your application has been approved it is stored in our data base.

2. Now that Girl Scout Daisies may participate in the Girl Scout Cookie program, what may they earn?

They will be eligible for the same incentives where applicable.

3. Should I talk to my parents about the decision to explore the Guiding the Journeys with my troop?

Yes, it is always good to keep parents informed of the changes our organization is making to continue strengthening girl program. Parents may also wish to attend the Leadership Experience sessions to gain a clearer understanding of our new direction.

4. May my girls participate in council activities if we are not registered?

No all girls and adults who serve in a leadership role with a troop must be registered to participate in activities or to conduct Girl Scout meetings.

5. What is the difference between an application and the membership form?

The application on screen a potential volunteer. The membership form allows a person (girl or adult) to physically join the organization. There is no cost to have the application processed. The membership fee is \$10.

6. Does a troop have to have a CPR first aid trained adult to meet?

No, according to *Safety Wise* (page 36), first aiders are required for physically demanding activities and other activities involving a potential for danger. Page 72 also highlights what is expected of meeting places.

7. Is the troop cookie chair trained?

Yes, training is provided by the service unit cookie chair. The service unit cookie chair is trained by the council and will be responsible for setting up dates for training the troops.

Next new volunteer conference call is Thursday, Sept. 25 – Financing your Girl Scout fun!