



GIRL SCOUTS OF CONNECTICUT, INC.
340 Washington Street * Hartford, CT 06106
860-522-0163 or 1-800-922-2770 (CT Only)
Fax: 860-548-0325 www.gsofct.org

VOLUNTEER POSITION DESCRIPTION

C O N S U L T A N T / M E N T O R

Appointed by and Accountable to:

Service Unit Manager

Term:

One Year

Purpose:

- To provide help and advice concerning safety, quality and balance of Girl Scout program activities to Troop/Group leadership teams
- Ensure that the health, safety, and general well being of girls and adults are the highest priority in planning and implementing all activities

Qualifications:

- Is an active registered member of the Girl Scouts of the United States of America (GSUSA)
- Accepts the principles of the Girl Scout Promise and Law
- Is aware and accepting of religious, educational, racial, ethnic, and socioeconomic groups within the community
- Is committed to organizational diversity
- Is knowledgeable of GSUSA Policies and Standards and Girl Scouts of Connecticut, Inc. (GSOFACT) Policies and Procedures
- Is knowledgeable of the Girl Scout Program, its aims, and intent
- Is knowledgeable of GSOFACT's structure and program for girls
- Is knowledgeable of the specific program level assigned, either through experience, or through training for the position
- Has potential to develop skills that deal with problem solving, effective communication, and interpersonal group relationships
- Maintains a positive attitude and enthusiastic demeanor

Duties and Responsibilities:

- Takes initial and ongoing training necessary to execute the duties of the position
- Is informed about new programs and changes at GSUSA and GSOFACT, ensuring that the most current materials are being used
- Attends and participates in Service Team and Service Unit meetings representing the interests and needs of the Troop/Group Leaders
- Assists the leadership team in planning for and completing appropriate training for the position in a timely manner
- Acquaints Troop/Group Leaders with program activities and community resources and helps them enhance and evaluate the program
- Helps in the planning and conducting of program level and enrichment workshops for leadership teams
- Establishes effective communication with Troop/Group Leaders:
 - Encourages attendance at training events
 - Discusses successes and challenges the Troop/Group Leader might be experiencing
 - Offers encouragement and support to Troop/Group Leaders
 - Shares program and personnel resources that are available
- Consults with Service Unit Organizers to meet the needs of girl members
- Keeps Service Team up-to-date about the well-being of Troops/Groups
- Participates in performance evaluation with Service Unit Manager