



**girl scouts**   
of the chesapeake bay

**Becoming a Girl Scout Leader**

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Newark, DE 19713  
302-456-7150  
800-341-4007

911 Snow Hill Rd  
Salisbury, MD 21804  
410-742-5107  
800-374-9811

100 West 10<sup>th</sup> St.  
Suite 610  
Wilmington, DE  
302-778-0293

[www.gscb.org](http://www.gscb.org)



## Dear Prospective Leader:

Thank you for your interest in Girl Scout leadership. It is only with the guidance of caring adults that Troops can be formed.

Girl Scouts is the world's preeminent organization dedicated solely to girls, where, in an accepting and nurturing environment, girls build character and skills for success in the real world. In partnership with dedicated adults, girls develop qualities that will serve them all their lives, qualities such as strong values, social conscience, and conviction about their own potential and self-worth.

In Girl Scouts, girls discover the fun, friendship and power of girls together. Through the many enriching experiences provided by Girl Scouting, they grow courageous and strong.

If you have any questions while reviewing this booklet, please contact:

### **Newark Resource Center (NRC)**

501 South College Avenue  
Newark, DE 19713  
302-456-7150 / 800-341-4007  
Fax: 302-456-7188

### **Peninsula Resource Center (PRC)**

911 Snow Hill Road  
Salisbury, MD 21804  
410-742-5107 / 800-374-9811  
Fax: 410-742-9506

## Getting Started

- STEP 1** Review this pamphlet. It should acquaint you with the role of the Troop Leader and give you an overview of the Girl Scout program.  
Ask follow up questions you may have concerning the Girl Scout Leader position or organizing a Troop.
- STEP 2** Visit our website ([www.gscb.org](http://www.gscb.org)), and review the Becoming a Volunteer information found under the For Volunteers link. Complete the Volunteer Application and return it to the Girl Scouts of the Chesapeake Bay. Submit information for a free online Background Check. Password: Dem0Bay1 (zero not O).
- STEP 3** Start thinking about finding a co-Leader. Most Troops have a Leader and one or more co-Leaders. All Leaders must be 18 years old or older. At least one registered adult Leader per Troop/Group must be female.
- STEP 4** In partnership with the Organizer for your community, identify and recruit girls for your Troop. Usually girls are recruited through area schools. However it can also be done at churches or community events.



## Girl Scout Fundamentals

There are three important guiding principles in Girl Scouts: the Mission, the Promise and the Law.

### **Mission**

Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

### **Promise**

On my honor, I will try:  
To serve God and my country,  
To help people at all times,  
and to live by the Girl Scout Law.

Girl Scouting is a unique girl-only place where a girl finds:

1. **Courage** by exploring new adventures
2. **Confidence** by discovering her abilities
3. **Character** by shaping her values

*...and where a girl returns those gifts by making the world a better place.*

### **Law**

I will do my best to be  
honest and fair,  
friendly and helpful,  
considerate and caring,  
courageous and strong, and  
responsible for what I say and do,  
and to  
respect myself and others,  
respect authority,  
use resources wisely,  
make the world a better place, and  
be a sister to every Girl Scout.

## Membership In Girl Scouting

Girl Scouts is open to all girls in grades K-12, regardless of race, religion, national origin, physical ability, or socioeconomic factors, who:

- Accept the Girl Scout Promise and Law (girls may substitute their own faith's word in the Promise)
- Accept the principles and beliefs of Girl Scouting
- Pay yearly membership dues

The current yearly membership dues are \$12 per person. The membership dues are collected by the Girl Scouts of the Chesapeake Bay and sent to the Girl Scouts of the USA (GSUSA) which:

- Develops program activities for girls and adults
- Publishes books on Girl Scouting
- Promotes public support of Girl Scouting
- Maintains the Girl Scout headquarters and other National Centers



Registered members of the Girl Scouts of the USA:

- May join in Girl Scouting activities and events
- May wear the appropriate uniform and insignia
- Are covered by the Girl Scout accident insurance

There are six program levels in the Girl Scout Program.

Each grade level has different Leader guide's, Journey books, Girls Guide to Girl Scouting, uniform and insignia (pins, petals, patches, badges, etc.).

<b>Levels</b>	<b>Grades</b>
Daisy	K-1
Brownie	2-3
Junior	4-5
Cadette	6-8
Senior	9-10
Ambassador	11-12

## Criteria for Troop Leadership

Any adult, male or female, who believes in the principles of Girl Scouting and can serve as a positive role model for girls may apply to be a Girl Scout Leader. At least one registered adult Leader per Troop must be female.

### **Qualifications**

- At least 18 years old
- Membership in GSUSA
- Complete volunteer application or renewal application annually
- Successful Background Check
- Complete education as required for the position
- Interest in working with girls
- Commitment to Girl Scouting and its goals

### **Responsibilities**

- Attend education and Leader meetings
- Register the Troop (girls and at least two adults) each membership year
- Schedule and conduct regular Troop meetings
- Comply with all Council and National policies
- Keep Troop members and parents informed of all Girl Scout events
- Complete and submit the annual Troop Financial Report (Detailed Cash Report)

### **Leaders Assist Girls In**

- Learning decision-making skills
- Assuming a variety of responsibilities
- Selecting activities that match abilities and encourage growth
- Proceeding at their own pace
- Recognizing that learning experiences involve both success and failure

## Troop Matters

### **Troop Size**

A Girl Scout Troop should be small enough to allow for individual development, yet large enough to accommodate group activities. Troops must have at least five unrelated girls. **Recommended ratios of adults to girls for meetings** are two adults to every: 12 Girl Scout Daisies, 20 Girl Scout Brownies , 25 Girl Scout Juniors , 25 Girl Scout Cadettes , 30 Girl Scout Seniors, 30 Girl Scout Ambassadors. **The Leader makes the final decision as to the size of the Troop.**

### **Meeting Day and Time**

Availability of the meeting place, the Leader and the co-Leader's personal time schedule and the girls' transportation to and from the meeting are all factors in determining the meeting time. Troops may meet weekly, every other week, or once a month. Troops may meet directly after school, in the evenings or on weekends. The actual time spent working with a Troop can be as flexible (yet consistent) as the adult leadership needs it to be.



## Troop Matters

### **Meeting Place**

Troops meet in schools, churches and public buildings. A good meeting place must conform to health and safety standards, provide drinking water and toilet facilities, be free of fire hazards, permit group games without disturbing others and, if possible, have outdoor facilities nearby. Access to a phone is also a consideration if a cell phone is not available.

### **Meeting Activities**

Troop activities are based upon the interest and input of the girls. There are no mandatory requirements governing the activities a Troop participates in, except that the Troop must follow the GSUSA resource guide, *Safety-Wise*. Activities can include, but are not limited to, badge work, arts and crafts, community service and singing songs.

## The Girl Scout Support System

There are many sources of support for new Leaders, so you do not have to carry the whole responsibility. Listed are some groups and individuals who can help you in your role as a Leader. During your educational sessions, you will learn about specific people to contact for help.

### **Troop Committee**

The Troop Committee gives the Troop whatever help it needs in planning activities and money-earning efforts during the year. The committee includes parents, as well as interested members of the community, such as teachers or sponsor representatives.

### **Service Unit**

The Service Unit volunteers provide direct services to Troops within a specific geographic area. They will assist you by:

- Conducting monthly meetings to provide Leaders with information and resources
- Provide ongoing help and advice via a network of local Leaders and volunteers with specific positions to assist Leaders with programming, placement of interested girls, money-earning and registration

### **Girl Scouts of the Chesapeake Bay**

The Council provides many services including:

- Council-wide activities and projects
- Volunteer Education Sessions
- On-going professional assistance
- Books, DVD's, resources
- Outdoor services and facilities
- Council Shops



## Important Information

### **Troop Registration**

Girl Scouts is a membership organization. All volunteers and girls participating in the Girl Scout movement must be registered as members through the Council. The Leader is responsible for registering all girls and adult members of the Troop, and collecting the national membership dues each year. The membership year is October 1-September 30.

### **Troop Finances**

Troop income is the combination of Troop dues, parental support and Council fundraisers (fall product sales which is magazines/candies and nuts and the Cookie Program). Troops determine the amount of their dues and other income based on their budgeted expenses. Troops are required to have an established bank account and to submit an annual Financial Report to the Council.

### **Troop Sponsorship**

Sponsorship from the community can be obtained. A Troop sponsor is an organization or business that assumes defined responsibilities for maintaining and supporting your Troop. A sponsor usually provides a meeting place or a service to the Troop and on occasion will make a donation to the Troop. In exchange, the Troop may do a service project during the year to benefit their sponsor.

### **Financial Assistance**

Financial assistance is available through the Girl Scouts of the Chesapeake Bay for membership registration, Troop dues, program fees, adult education and uniform parts.

## Leader Education

You will learn more and more about Girl Scouts with time. Much of your learning will come from:

- Enrichment opportunities for Leaders
- Discussions with other Troop Leaders
- Leader Journey books, handbooks and resources guides
- Monthly Leaders' meetings
- Council website ([www.gscb.org](http://www.gscb.org))

### **Required Education**

Every new Leader and co-Leader must take the following education within 6 months of assuming leadership of a Troop.

**Service Unit Basics:** (approx. 1 hr) Services provided by individual Service Units

- How to locate and use resources
- Records management
- Troop finances and budget

**Leadership Essentials:** (approx. 2 hrs)

- Group management techniques
- Girl/Adult Partnership in Troops
- Safety principles and program standards
- Resources for programs
- Program planning, including awards, ceremonies and badges



### **Background Checks**

Every adult volunteer who works directly with girls and/or handles Troop funds is required to take an online background check. The link can be found on our website ([www.gscb.org](http://www.gscb.org)) under For Volunteers, Becoming a Volunteer. The password is Dem0Bay1. 0 is a zero.

## Girl Scouting Benefits Volunteers

Girl Scout Troop Leaders are unique individuals blending special skills and a desire to help young girls prepare for the future. They give tirelessly of themselves throughout the year by leading Troops and introducing them to a variety of program activities ranging from computer science and sports to contemporary issues, such as substance abuse and violence prevention.

Of the 544 Troops, groups and Leaders surveyed for the National Outcomes Study, the majority agreed that they have benefited personally by being a Girl Scout Troop Leader. In fact:

- 97% said that being a Leader had given them the opportunity to give back to their community
- 95% felt they had a positive influence on the development of girls
- 88% reported they had developed leadership skills
- 85% felt they now spend more quality time with their daughter
- 85% said they received rewards they didn't typically get in their daily lives
- 83% said they developed skills they otherwise would not have developed
- 74% found their self-confidence had grown
- 64% reported a better appreciation for diversity
- 50% valued the instant network of adults available if they relocated

### ***Did You Know?***

82% of high achieving alumnae believe Girl Scouts influenced their success

70% of women in the U.S. Congress today were Girl Scouts

64% of today's women executives/leaders have taken part in Girl Scouts



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| Service Unit 1   | Western Cecil County, MD                                 |
| Service Unit 2   | Eastern Cecil County, MD                                 |
| Service Unit 4   | Talbot County, MD  |
| Service Unit 6   | Somerset County, MD                                      |
| Service Unit 7   | Worcester County, MD                                     |
| Service Unit 89  | Accomack/Northampton Counties, VA                        |
| Service Unit 10  | Southwest Sussex County, DE                              |
| Service Unit 11  | Northern Sussex County, DE                               |
| Service Unit 12  | Dover, DE  |
| Service Unit 13  | Middletown/Odessa/Townsend, DE                           |
| Service Unit 14  | Southeastern Sussex County, DE                           |
| Service Unit 15  | Dorchester County, MD                                    |
| Service Unit 18  | South of Rte 4, Newark, DE                               |
| Service Unit 19  | North of Rte 4, Newark, DE                               |
| Service Unit 24  | City of Wilmington, DE                                   |
| Service Unit 25  | Mt. Pleasant, DE   |
| Service Unit 27  | Talleyville, DE  |
| Service Unit 629 | Claymont/Brandywine Hundred, DE                          |
| Service Unit 30  | Shore Points, DE   |
| Service Unit 31  | Smyrna/Clayton, DE                                       |
| Service Unit 33  | Caesar Rodney School District/Camden-Wyoming, DE         |
| Service Unit 34  | Caroline County, MD                                      |
| Service Unit 36  | Sudlersville/Kent County, MD                             |
| Service Unit 39  | New Castle/Delaware City/St. Georges/Richardson Park, DE |
| Service Unit 45  | Hockessin/Yorklyn/Brandywine Springs/Pike Creek, DE      |
| Service Unit 88  | Centreville/Grasonville/Kent Island, MD                  |
| Service Unit 97  | Wicomico County, MD/Delmar, DE                           |

