

## **Program on the Move**

### *Frequently Asked Questions*

#### **What is it?**

Program on the Move is a completely FREE program opportunity that Girl Scout troops and/or Service Units can request to come out to your meeting location.

#### **What types of activities are available?**

There are five programs offered through Program on the Move for all levels – Robotics, Circuits, Color Exploration, Virtual Reality/Augmented Reality, and Environmental Stewardship 101. There are two programs for Cadette, Senior, and Ambassador levels – Content Creator and Leadership Basics.

#### **How do I reserve it?**

Reservations are simple. You will select the Program on the Move vehicle that travels to your county and then view the available dates by clicking on the calendar dates you would like to reserve. Once you find a date, you will select reserve and then enter some basic contact information, the program you are interested in, the age level of your group. Additionally, you will provide the location where you would like the Program on the Move team to go. Your reservation is considered confirmed once you complete the process and receive an email receipt. Within three business days a GSCB Program Specialist will connect with you to review additional details. Click [HERE](#) to get started.

#### **What should I expect at my program?**

GSCB facilitators will bring all the necessary materials to facilitate a fun experience. Our facilitators will need 30 minutes to set up, so please ensure your meeting location can accommodate that. Girls will also receive a Program on the Move fun patch!

#### **What do I need to do?**

All you need to do is reserve the location where you would like the Program on the Move team to come and ensure that the space is suitable for program activities. A Program Specialist will discuss the specifics of the lesson you choose, in order for you to ensure adequate space. Program on the Move cannot visit in-home meetings. If you need assistance finding a location, please let us know. *Reminder:* Facilitators are just that--facilitators. Your Troop is responsible for providing the appropriate ratios. Troop Leaders/Co-leaders must be present.

#### **Why are there so many trip choices on the date selection screen?**

There are program options for Monday, Tuesday, and Wednesday afternoon/evening (October - December) and Wednesday, Thursday, and Friday afternoon/evening (February - April). To make viewing dates easier, uncheck the "Include unavailable" box below the calendar.

#### **What happens if I need to cancel?**

If you need to cancel, please contact GSCB Member Care at 1-800-341-4007 immediately. We thank you in advance for this, as it helps us to provide as many program opportunities as possible.

#### **How many girls can participate?**

Most programs are planned for smaller groups of 10 – 30. Because of travel requirements, you must have at least ten participants. If your Troop has fewer than ten participants, please reach out to your VSS to connect you with Troops to partner with. We can accommodate larger than 30 participants, please reach out to discuss logistics and the program best suited for a group your size.

### **What happens in the case of inclement weather?**

While it is GSCB's intention to always deliver scheduled programming to troops, inclement weather may necessitate cancellation of programming. The protocol below outlines best practices, but Program Specialists, in coordination with the Associate Director of Program and Partnerships, may make decisions to hold or cancel programs on an individual basis based on the safety and well-being of all involved.

If the home office of the Program Specialist delivering curriculum is closed during the day, no programming will run during business hours or evening hours. Friday office closures with Saturday programming will also be cancelled.

In the event that the office is open, and evening or weekend programming is scheduled within 30 miles of the Program Specialist's home office the above policy will be followed, with consideration of school closings in the program's area. Communication to the participants/event coordinator/troop leader regarding cancellations will be made 6 hours and 2 hours before programming.

In the event that the office is open, and any programming is scheduled to occur more than 30 miles from the Program Specialist's home office the considerations below inform the decision to hold programming and will be made 24 hours and 12 hours prior to the scheduled event.

- The school district is closed the day of the program or on a delay the morning after a program.
- The county in which the program is to be held is in a State of Emergency.
- Snow/Ice/Winter Mix predicted at more than 70% and:
  - Predicted snow accumulation is over 3" and precipitation will stop more than one hour after programming ends.
  - Any predicted accumulation of ice.

We will do our best to reschedule your program. The Program Specialist will reach out within 48 hours of returning to the office.

### **Still have more questions?**

Still have questions? Call Member Care at 1-800-341-4007 or email [membercare@cbgsc.org](mailto:membercare@cbgsc.org).