

## **Volunteer Position Description:**

### **GSCB Volunteer Summit Committee Member**

**Purpose:** To document and preserve Girl Scouts of the Chesapeake Bay council history.

**Commitment to:**

- GSCB Members
- Girl Members
- Adult Members
- Community

**Duration:** Members may serve on the Archives Committee with no finite date.

**Responsibilities & Duties:**

- Participate in twice monthly meetings
- Support procurement of historical items
- Coordinate changeover of Archives dedicated spaces
- Support the meticulous record keeping
- Aid in the organization and maintenance of the Archives closet and other spaces
- Educate the GSCB community on the rich history of Girl Scouting

**Training Requirements:**

- Knowledge of Girl Scouting

**General Requirements:**

- Current membership with Girl Scouts of the Chesapeake Bay
- Successfully completed the volunteer screening process, including background checks, training, and additional steps, as necessary
- A passion for history and it's preservation
- Participate in on going Girl Scout learning and networking opportunities.
- Maintain confidentiality.
- Ability to consider actions and how they support and impact the well-being of the council
- Time to attend and participate in committee meetings as necessary.
- Access, ability, and willingness to utilize technology, including an active email address, computer, and phone.
- Behave in a manner that upholds the Girl Scout Promise & Law in all interactions with the public, Girl Scout members, and GSCB staff.

By accepting any volunteer position with Girl Scouts of the Chesapeake Bay, I accept and agree to abide by the Girl Scout Promise and the Girl Scout Law. I will respect and maintain the confidentiality of all privileged information related to Girl Scouts, its girl and adult members, volunteers, and staff, while serving as a volunteer.