

Properties Committee Chair

Volunteer Position Description

When you see the whole, your part makes sense.

The Properties Committee Chair assumes the responsibility of leading the Committee, which is responsible for the planning and oversight of the council's physical property assets. This includes GSNSEO's camps, service centers, DreamLabs, and STEM Center .

Alone we can do so little; together we can do so much!

As Properties Committee Chair, you'll get support from the CEO, Governance and Camp Operations Departments. You'll also work with the Board of Directors and other GSNEO staff as needed.

Know your role. Rock your role.

Here are some of the awesome things you'll do as a Properties Committee Member:

- Lead the Committee and help recruit its members
- Assist in creating, reviewing, vetting and approving the **Master Plan**
- Provide **fiscal oversight** and **guidance to projects, their budgets and timelines**
- Participate in **fundraising and outreach as needed**
- Advocate for projects at the local, state and federal level as needed
- Review the annual capital budget and proposed projects
- Advise the staff on applicable innovation in construct , architectural, maintenance or other related fields that would enhance the operations of any GSNEO property.
- Contribute to problem solving on property issues elevated by staff, volunteers or community members
- **Communicate and promote** the GSNEO mission and programs to the community

Great work starts with clear expectations.

- **Follow the Rules:** Comply with GSUSA Policies, Standards and Guidelines, Volunteer Essentials, Safety Activity Checkpoints, GSNEO Bylaws, and GSNEO Volunteer Policies.
- **Communication:** Volunteers in this role need to be able to send and receive messages through email.
- **Renewal:** This role is reviewed every year and can be renewed if both the volunteer and Board agree.
- **Time Expectations:** Property Committee Meetings are held quarterly.
- By taking this volunteer position with Girl Scouts of North East Ohio, I promise to follow the Girl Scout Promise and Law. I will keep all Girl Scouts information about members, volunteers, and staff private and respectful.

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