

Volunteer Recognition Committee Member

Volunteer Position Description

When you see the whole, your part makes sense.

As a Volunteer Recognition Committee Member, you'll help honor Girl Scout volunteers who go above and beyond. You'll review award nominations, help with planning and execution of the recognition event, and make sure volunteers feel appreciated for all they do.

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

As a Volunteer Recognition Committee Member, you'll get support from the Volunteer Relations Coordinator and the Volunteer Support and Services Team.

Know your role. Rock your role.

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

- Help spread the word about how to nominate amazing volunteers and the celebration event.
- Support understanding with your local community of Girl Scouts of the different awards
- Guide those in the Girl Scout community who need help through nomination and endorsement process.
- Read through award nominations and check that they meet the award requirements. This is usually several hundred pages of work.
- Interact with staff and committee peers by email, phone, or in person
- Help plan and improve the yearly Volunteer Recognition Event
- Share ideas to make volunteers feel more appreciated year-round
- Use tools like email, Zoom, the GSNEO website, and online forms

Grow your skills, grow your future.

Being a Volunteer Recognition Committee Member helps you grow, too! You'll build skills like:

- Paying attention to detail
- Staying organized
- Speaking in front of others
- Managing time
- Celebrating others
- Reviewing information
- Helping plan events
- Being flexible and thinking on your feet

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 and Member Policies.
- **Membership & Safety:** Be a current GSUSA member and pass the volunteer screening process, to help keep girls and volunteers safe. Volunteers with an Admin or Finance restriction(s) are unable to hold this role.
- **Communication:** Volunteers in this role need to be able to send and receive messages through email, text, or social media and agree to receive emails and texts from GSNEO and GSUSA.
- **Renewal:** This role is reviewed every other year and can be renewed if both the volunteer and council staff agree.
- **Time Expectations:** Low commitment: Approximately 4 meetings annually, approximately 2 hours per meeting. Optional attendance at the March Nominee Phone Call evening event at a Council facility. Meetings tend to be in August, October, November, January, March. Must assist with the award event in April which may include extra hours on the day before.
- **Training:** Complete position orientation with the Volunteer Relations Coordinator.
- 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.