



Volunteer Position Description: ALE Committee

Summary: In partnership with GSNEO support staff the ALE Committee plans and delivers the annual Adult Learning Event (A.L.E.) and any year round A.L.E. events to support volunteer education. A.L.E is the place where GSNEO volunteers go to learn and network in a creative, hands-on learning environment.

Position Supported By: The Volunteer Support & Service Department. Additional support may be provided by other GSNEO staff from Customer Care and Girl Experience, as well as Trainer/Facilitator volunteer peer mentors.

Responsibilities:

- Create a welcoming and inclusive atmosphere.
- Include current Girl Scout program, policies, and Safety Activity Checkpoints to class content.
- Deliver adult learning within the council jurisdiction that enables volunteers to carry out their position responsibilities with competence and confidence.
- Present information in a positive manner and with a supportive attitude towards Girl Scouts of North East Ohio and Girl Scouts of the USA.
- Commitment to supporting or training a minimum of 3 classes or events per year at the Service Unit and/or Council levels.
- Participate in performance evaluations as scheduled.

Marketable Skills and Abilities:

- Motivating Groups
- Teaching Volunteers
- Public Relations & Social Media
- Adult Training & Development
- Team Building
- Conflict Resolution
- Public Speaking
- Writing curriculum
- Creative Problem solving

Position Commitments:

- **Membership & Administration**
 - Maintain a current GSUSA membership and complete the volunteer screening process to help ensure the safety of the girls and volunteers served through Girl Scouts. This is an administrative role.
 - Agree to opt-in to receive emails and text messages from GSNEO and GSUSA.
 - Comply with GSUSA Policies, Standards and Guidelines, Volunteer Essentials, Safety Activity Checkpoints, GSNEO Bylaws, and GSNEO Volunteer Policies.
- **Tenure:** 12 months, option to renew upon mutual agreement with council staff (long-term commitment preferred)
- **Time:** This role has a low to medium time commitment, depending on the season and interest and involvement level.
- **Required Training:** Completion of official onboarding course and/or peer shadowing experience to evaluate the skills necessary for independence in the Trainer/Facilitator role.
- **Highly Recommended:** GSNEO leadership development courses (in-person and online). OWL Summit participation (in person)
- By accepting this volunteer position with Girl Scouts of North East Ohio I agree to abide by the Girl Scout Promise and Law. I will respect and maintain the confidentiality of all privileged information related to Girl Scouts, its girl and adult members, volunteers, and staff to which I am exposed while serving as a volunteer.

The Girl Scout Mission, Promise and Law are shared by every member of Girl Scouting and define the way Girl Scouts agree to act every day toward one another, other people, and the world.

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

Girl Scout 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 Scout Law:

I will do my best to be:
honest and fair, friendly and helpful,
considerate and caring, courageous and strong,
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.

*Members may substitute for the word God in accordance with their own spiritual beliefs.

