



## Volunteer Position Description: History & Archive Volunteer Description

**Summary:** The GSNEO History Committee has been established by the Board of Directors to promote the understanding of Girl Scout History and to maintain historical archives donated to GSNEO. The 50-member GSNEO History Committee is the largest and oldest in the Girl Scout movement. There are history collections maintained in Macedonia, Camp Timberlane, Youngstown and North Canton that are sponsored by local GSNEO History Committees.

**Position Supported By:** Laura Mottor and John Graves

### Responsibilities of various committee roles

- Receive and record donations of archives
- Enter manual entries in the online museum database
- Conduct programs for girls on Girl Scout history
- Set up and tear down displays regarding Girl Scout history at GSNEO service centers and camps, area museums and events throughout the 18-county GSNEO region
- Administer the GSNEO History patch
- Foster diversity: Understand, respect, and embrace differences.
- Successfully complete volunteer application
- Pass background check if conducting girl programs

### Marketable Skills and Abilities:

- Work well independently, with a team, and with girls
- Demonstrate dependability, honesty, and credibility
- Organizational skills
- Teaching
- Public speaking

### 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.**
  - *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.**
- Appreciation of history and a desire to know more about Girl Scout history.
- Access to computer with internet connection and understanding of technology if your project is the home entry and editing of records
- **Tenure/Time:** Flexible start and end dates.
- **Required training:** Current committee members will provide training and support.
- **Time Commitment:** To be determined based upon subject selected.

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.