



## VOLUNTEER POSITION DESCRIPTION

### SERVICE UNIT TROOP CONSULTANT

(GSLE COACH)

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**Summary:** The Troop Consultant is responsible for providing opportunities for group and individual support and communication to direct-service volunteers by pathway to ensure they have the necessary resources to provide high-quality program experiences to girls. She or he focuses on an assigned program level for troop support. The nature of this position is to provide indirect service to girls.

**Term of appointment:** The Troop Consultant is appointed for a one year term that is renewable upon completion of evaluation processes.

**Supervision:** The Troop Consultant reports to the Service Unit Administrator.

**Support:** The Troop Consultant receives support, guidance, and encouragement from the Service Unit Administrator, Organizer and the Program Level Team. She or he has access to relevant learning opportunities and materials that prepare for and support this role.

#### Responsibilities:

- Support, assist, and motivate volunteers by program level to assist them in transferring their passion and personal skill set into the Girl Scout Leadership Experience for all girls.
- Provide knowledge and support to all direct-service volunteers in the assigned jurisdiction about the Girl Scout Leadership Experience, journey books, and *The Girls' Guide to Girl Scouting*, customized by local experiences.
- Participate in assessment and reengagement process of all volunteers in the assigned jurisdiction.
- Ensure that learning opportunities provided were utilized and provide recommendations for future leaning opportunities.
- Communicate effectively and deliver coaching sessions to the individual or group
- Be guided in all actions by the Girl Scout Mission, Promise, and Law.
- Remain informed about and comply with the most current policies, procedures, and guidelines of Girl Scouts Louisiana East and Girl Scouts of the USA (GSUSA).

#### Qualifications and core competencies:

- **Girl focus:** Empower girls to lead activities, learn by doing, and cooperate with others on current issues that involve their interests and needs, while having fun.
- **Personal integrity:** Demonstrate dependability, honesty, and credibility.
- **Adaptability:** Adjust, modify own behavior, and remain flexible and tolerant in response to changing situations and environments.
- **Oral communication:** Express ideas and facts clearly and accurately.
- **Foster diversity:** Understand, respect, and embrace differences.
- **Computer skills:** Access toe-mail and the Internet.
- **Additional requirements:**
  - Prior Girl Scout experience a plus
  - Must become a registered member of GSUSA
  - Bilingual preferred (if applicable)
  - Complete required coursework as assigned and provided by Girl Scouts Louisiana East and GSUSA

Troop Consultant signature: \_\_\_\_\_ Date: \_\_\_\_\_

SU Administrator signature: \_\_\_\_\_ Date: \_\_\_\_\_

Original sent to Volunteer Management Dept: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_