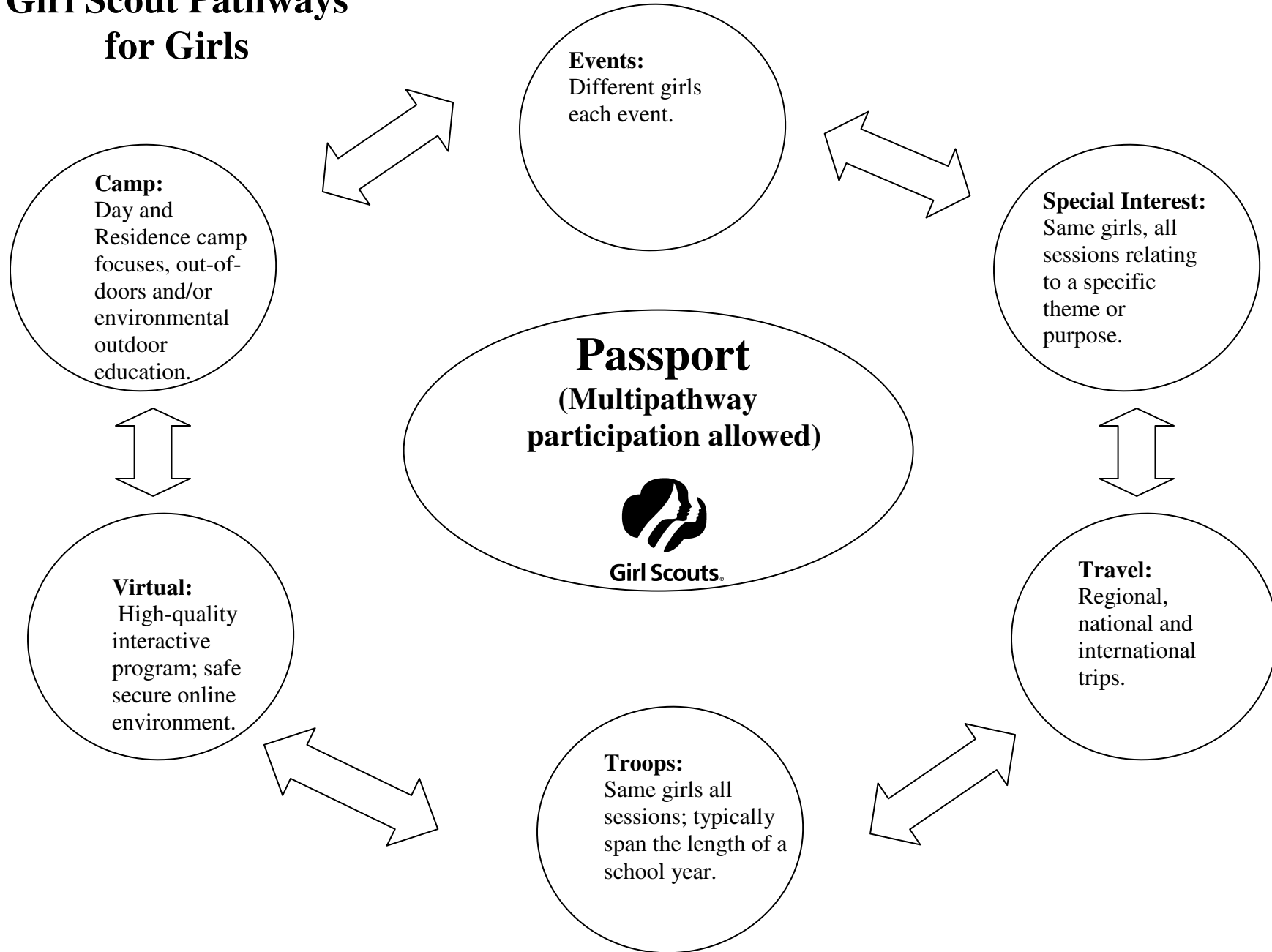


# **Membership**

## **Section B**

# Girl Scout Pathways for Girls



## MEMBERSHIP PATHWAYS

Girl Scout membership is open to any girl who has made the Girl Scout Promise and accepted the Girl Scout Law; has paid annual membership dues; and is between 5 – 17 years. Girls participate in Girl Scouting as a member of a troop or group. Some girls may register as an individual when they do not have the time to participate in troop meetings. Individually registered girls receive support that is especially geared to their needs, and may attend program center activities, council events, service-projects, training opportunities and camping opportunities.

**GSUSA Proposed Pathways** is the chart on the following page which shows Pathways suggested by GSUSA. Gateway Council's current membership pathways will expand as more information is available from GSUSA.

*The Girl Scout Troop* are girls who want to be a member of an ongoing program that meets either throughout the year or on an episodic bases.

*Camp* is where many Girl Scouts in Gateway Council become members especially to attend summer resident camp.

### **Girl Scouts of Gateway Council Current Membership Opportunities in the Special Interest Pathways**

*Classroom Girl Scouting* refers to group activities conducted in special education classes during the school day, and through infusion of Girl Scout programs into classroom curriculums.

*Community Development Groups* are groups that meet within communities in underserved areas.

*Head Start Girl Scout Daisies* participate in troops at their Head Start centers during the spring before they enter Kindergarten.

*After School* interest groups enrich existing after school programs with Girl Scout activities at elementary and middle school levels.

*Interest Groups* allow girls to explore a specific theme or purpose - for example - photography, dance, sports, and travel. Interest groups may be short-term, six to eight weeks in duration. Others may be longer, stretching over several months.

*ZIP* refers to Girl Scouts by mail. Girls receive a support packet quarterly and can participate in council sponsored events and activities.

*PASSAGES* is a four day program designed to prepare rising 6<sup>th</sup> or 7<sup>th</sup> grade girls for a smooth transition into Middle or Junior High School.

*Get Real!* is a state supported life skills & mentoring program for Middle and High School girls within targeted schools.

*Individual* registered Girl Scouts can participate in Girl Scout programs that allow individual registration. These programs could include camp, product sales, council and service unit events.

## TRAINING OPPORTUNITIES

Each volunteer will receive training for the position they are appointed to. This is the first step to understand the Girl Scout purpose and values, and how, through volunteer work, you will contribute to the achievement of the purpose. All volunteer positions will receive orientation prior to beginning their training.

**Leadership Essentials** prepares new volunteers to begin meeting with parents and girls. Receive forms and resources to aid in troop management, learn to facilitate meetings, provide girls with program opportunities through product sales, and network with new volunteers. You will then need to attend a Pathway Training to complete your basic training needs.

**Troop Pathway Training** is part 2 of your leadership training for working with girls within a troop setting. Learn background information on progression in taking trips with Girl Scouts, budgeting, money management, additional program materials and resources, and an opportunity for networking with other volunteers.

**First Aid/CPR for the Community** qualifies participants as Level I First Aider. This course includes infant, child and adult Cardiopulmonary Resuscitation (CPR). Certification is for three years in first aid and one year in CPR. CPR re-certification training is required every year.

**First Aid: When Help is Delayed** combined with current Community First Aid and Safety training will qualify individuals to serve as Level II First Aiders. Level II First Aiders are needed at day events, overnights and camping events with more than two hundred participants; and when activity check-points in *Safety-Wise* indicate that a Level II First Aider is needed.

**Taking Trips with Girl Scouts** will answer questions about taking trips with girls, from local day trips to international travel. Explore staying in motels, transportation guidelines, safety pledges for girls and adults, and trip approval guidelines. This

course is available online at [www.girlscouts-gateway.org](http://www.girlscouts-gateway.org).

**Basic Troop Camp Level I** prepares you to take girls overnight camping in cabins, lodges and community/religious buildings. Learn basic outdoor skills, cooking on propane stoves, council overnight facilities, program activities, and links. It is recommended an adult in charge of an overnight event take this course at least six weeks in advance of the activity to allow time to prepare girls for the overnight experience.

**Basic Troop Camp Level II** prepares you to help girls progress from simple overnights to camping outdoors. The overnight experience includes hands-on activities for taking girls camping in platform tents, pitched tents, cooking over an open fire, campfire fun, care of camping facilities, program activities, and program links. It is recommended an adult in charge of the camping trip take this course at least six weeks prior to taking the girls camping.

**Enrichment courses** are a variety of courses available for beyond-the-basics training, which provide adults with the knowledge and skills to work effectively with girls, and/or for your own personal growth. See the **Adult Learning Opportunities Book** for more information on available training opportunities.

**Troop Camp Update** recertifies you for Basic Troop Camp I & II. This course is also available online at [www.girlscouts-gateway.org](http://www.girlscouts-gateway.org).

# YOUR PARENT MEETING

## Before the Meeting

Have all of the information typed and copied to give to the parents.

- Meeting time and place and policy for dropping off and picking up girls.
  - Troop number.
  - Leader and assistant leader's names and phone numbers.
  - Costs (include annual membership fee, handbooks, sash/vest (other uniform components optional), and dues).
  - Dates to reserve (e.g., investiture ceremony, special events, Girl Scout Sunday, Thinking Day, etc.).
  - The Girl Scout Promise and Law.
  - Light snack. (optional).
  - Organize all the forms together to handout to each parent. (Parent Consent, Health Form, Adult Registration, Girl Registration, and SHARE brochure). Be organized. Have an envelope ready to collect fees.
- Bring catalogues to show parents and talk about uniforms and uniform components.
  - Have a list ready to pass out with troop committee jobs on it for sign-up. See the next page for additional positions. These jobs are the choice of the leader. For example, you might want a transportation chairperson, refreshment chairperson, phone chairperson, first aider, treasurer, troop shopper, etc. The more you delegate, the more time you will have to devote to the actual meetings. Make sure there is a complete description of each job on the list.
  - Have a quiet activity planned if the girls are invited to the meeting. Use an older Girl Scout to work with the girls. You can arrange this help through your Service Unit or Coach.

## Parent Meeting Agenda

1. Hand out paperwork as parents arrive
2. Welcome the parents and briefly introduce yourself and your co-leader. Ask parents to introduce themselves.  
Also introduce the Service Unit representative, if one is present.
3. Explain the basics of Girl Scout program:
  - Mission of Girl Scouting
  - Discover + Connect + Take Action = Leadership
  - One Program-Six Age Levels
4. Review troop procedures:
  - Day of meeting
  - Time of meeting
  - Place of meeting
  - Permission forms
  - Establish date of first meeting
  - Pick up and drop off policy
5. Recap of forms and fees:
  - Membership fee for joining GSUSA
  - Weekly dues
  - Cost of handbooks, uniforms components, insignia and recognitions
6. Open floor to questions
7. Explain procedures for collecting membership fees and paperwork
8. Explain the purpose of a Troop Committee and how parents can help with troop programs
9. Distribute *Ways You Can Help* form and ask parents to indicate how they can support the troop (sample in this section)
10. Remember to thank parents for volunteering their time to support the troop
11. Encourage contributions to **SHARE**, Gateway Council's family giving campaign, remind that it provides general support to the Girl Scout program council-wide, as well as:
  - Financial assistance
  - Volunteer leader training and program supplies
  - Publications such as Safety-Wise, Pathways, Bridges, and the Volunteer Resource Guide
  - Upkeep and maintenance of council properties, providing safe outdoor learning environments for girls.

## KEEPING PARENTS INFORMED AND INVOLVED

You are not alone in providing leadership to the Girl Scout troop. Parents may serve on the troop committee, write a troop newsletter or be an advisor to the girls who are writing a newsletter, provide snacks and/or transportation for field trips, or share a craft, hobby or skill that can help girls earn badges and patches. Asking a parent for assistance with a specific activity is the key to family involvement. Most people will help if given a choice of activities, but they need to be asked. Include girl leadership opportunities, special events and ceremonies.

### Parent Support

During the parent meeting allow parents/guardians the opportunity to indicate how they can lend support and assistance to the troop.

Many parents are willing to assist with activities and tasks but are not aware of the help you need.

Ask parents individually for specific tasks and be prepared to tell them the benefit girls will receive from their assistance. Then be sure to thank them when the task is finished.

A **Troop Committee** is a group of three to six parents and/or volunteers willing to devote some of their time and skills. They may meet twice a year or eight times a year to assist in making the long-range plans. It depends upon the age level of the girls and how much responsibility the girls are assuming. The committee is chaired by a troop leader, assistant troop leader or a parent. Some ideas of how parents can help include:

- **Troop program** such as helping girls complete badge requirements, or planning a service project, or budgeting for an overnight trip.
- **Substitute leaders** upon successful completion of background screenings and appropriate training can carry out troop activities when the leader cannot attend; also provides temporary leadership if a leader is unable to continue.
- **Program Coordinator** locates individuals within the community who are willing to speak to or work with girls on topics such as careers, leadership or who is willing to share special skills.
- **First Aiders** provide CPR and first aid skills for trips, camping activities, and troop meetings when the potential for injury is present.
- **Camp Trained Volunteers** provide knowledge and skills to prepare girls for camping in the outdoors during troop meetings and the actual camping experience.
- **Treasurer** assists the girl treasurer in keeping accounts, creates financial reports, opens and maintains a bank account. The treasurer also prepares financial reports for the leader by January 15 and June 15.
- **Troop Product Sale Manager(s)** assists the girls, troop leader, and parents track and manage the product sales in which the troop participates – the Fall program activity or the Cookie program activity. The Troop Product Sale Manager works with her/his counterpart at the service unit level to meet reporting deadlines set for each program.

### Recognition of Parent Support

It is important to remember to recognize all parents who have contributed to the well-being of the troop. Encourage girls to come up with ways for thanking adults for their support. Letters of thanks to parents for their support or special recognitions for those who have gone out of their way to help the troop are appropriate. Also, review the recognitions portion of this manual to see additional awards that you can present to your parents for their support.

# GIRL SCOUTS OF GATEWAY COUNCIL, INC.

Please complete and return to your daughter's troop leader.

## WAYS YOU CAN HELP...

*Girl Scouting is a volunteer organization. Because of your help, our troops are rich and varied. Without your help, we cannot succeed.*

\_\_\_\_\_  
Name

\_\_\_\_\_  
Phone (hm/wk)

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Cell phone

---

### HOW DO YOU PREFER TO HELP?

- |   |   |
|---|---|
| <input type="checkbox"/> Make telephone calls   | <input type="checkbox"/> Organize refreshment schedule                            |
| <input type="checkbox"/> Set up a field trip  | <input type="checkbox"/> Have access to a copy machine                            |
| <input type="checkbox"/> Organize a covered dish dinner   | <input type="checkbox"/> Help with cookie sale program                            |
| <input type="checkbox"/> Attend one meeting a month   | <input type="checkbox"/> Help with fall product program                           |
| <input type="checkbox"/> Attend monthly leader meeting  | <input type="checkbox"/> Help with foreign language                               |
| <input type="checkbox"/> Be the troop treasurer   | <input type="checkbox"/> Care for leader's children during meetings and trainings |
| <input type="checkbox"/> Teach songs  | <input type="checkbox"/> Help girls work on badges, patches and awards            |
| <input type="checkbox"/> Present a program relating to your career, hobby, skill or ethnic background.<br>Describe: _____ | <input type="checkbox"/> Teach crafts   |
| <input type="checkbox"/> Help research field trip possibilities<br>Language: _____  | <input type="checkbox"/> Serve on troop committees                                |
| <input type="checkbox"/> Work with girls bridging into next age level and help them earn their bridging award             | <input type="checkbox"/> Field trips  |
| <input type="checkbox"/> Take Girl Scout Camp training and teach outdoor skills   | <input type="checkbox"/> Help research camping trip                               |
| <input type="checkbox"/> Go on camping trips  | <input type="checkbox"/> Work on troop newsletter                                 |
| <input type="checkbox"/> Chaperone for field trips  | <input type="checkbox"/> Be troop first aider                                     |
| <input type="checkbox"/> Provide transportation:<br>Camping   | <input type="checkbox"/> Be a life guard for the troop                            |
|   | <input type="checkbox"/> Be troop photographer/historian                          |
|   | <input type="checkbox"/> Run errands for troop supplies                           |
|   | <input type="checkbox"/> Teach girls to sew                                       |
|   | <input type="checkbox"/> Teach girls to cook                                      |
|   | <input type="checkbox"/> SHARE Campaign Leader                                    |
|   | Other ways I can help: _____  |
|   | _____   |

---

### I would like to know more about:

Being a troop leader

Being an assistant leader or co-leader

# CONFLICT RESOLUTION

Dealing with conflict is seldom pleasant, but all of us deal with at least one conflict situation every day. Some are easier than others.

## Limitations to Participation

Girl Scouts of Gateway Council works to ensure every girl everywhere has the opportunity to be a part of the Girl Scout movement. A girl may not be removed from Girl Scout membership. However, in certain circumstances, she can be removed from participation in Girl Scout activities. Circumstances that would warrant such severe action may include, but are not limited to, those where the safety of girls or volunteers are in question. Such situations could involve a girl, her parents, or other family members. Limitations could include participation in troop meetings, camping, service unit activities, council-sponsored events, and service projects. Every effort will be made to resolve the situation with removal as the last solution. This would only happen with the approval of appropriate staff.

## METHOD OF RESOLVING CONFLICT

Conflicts between people seldom just go away. It is better to make a decision to either deal with the problem now, or, if it is important to wait, make a decision about when to deal with the problem. Problems that are not handled become difficult to resolve in the future. Listed below is a key phrase to use in resolving conflict.

- A** - Assess the problem
- S** - Set realistic goals
- P** - Plan to meet goals
- I** - Implement the plan
- E** - Evaluate the results

## ASSESS THE PROBLEM

- Listen carefully to the problem as it is presented. Letting the person run out of steam will help them to feel they are being dealt with fairly and will prepare them to listen to other views.
- Make an effort to hear all interested parties impartially.
- Clarify the problem. Don't be diverted by the "presented" problem. Look for the underlying problem.
- When possible, restate the problem to verify your understanding.
- Focus on problems, not on personalities. Separate facts from emotion.

## IDENTIFY THE NEEDS

- Who is needed? If you are part of the problem, you are part of the solution.
- What are the needs of each individual?
- Identify the expectations of each involved individual.
- What steps have already been tried?
- Is a third uninvolved person needed?

## SET REALISTIC GOALS

- What are you trying to accomplish?
- Evaluate the achievability of each prospective goal.
- Consider the track records of involved individuals.

## BRAINSTORM POSSIBLE SOLUTIONS

- No solution is good or bad until it's been considered.
- The best solution will be one that has goals that are achievable.
- Remember to consider changing expectations.



### **PLAN TO MEET GOALS**

- Negotiate a solution between interested parties.
- Be specific and concrete: specify who, what, when, where, why, and how.
- Begin with the least complicated solution that meets the needs.
- Identify resources needed to make the plan work.
- Consider the possible consequences, both positive and negative, before agreeing to the plan.
- Set a time frame agreeable to all parties.
- Make a step by step list, if needed.
- Put the plan into writing and see that each involved person gets a copy.

### **IMPLEMENT THE PLAN**

- Follow the step by step plan.
- Use the resources the group decided to use.

- Solicit feedback from other involved people throughout the process.

### **EVALUATE THE RESULTS**

- Evaluate at several points during the process in case the plan needs to be adjusted.
- Set a specific date to do the final evaluation.
- Be realistic: look for progress.
- If this solution does not meet the goal, reassess the problem and begin the process again.

#### **IMPORTANT:**

The best way to resolve a conflict is to find a solution that allows everyone to get what they want without depriving others of what they need. This creates a "win/win" solution.

## HINTS FOR CONFLICT RESOLUTION

- **LISTEN!** You cannot identify a problem without listening.
- **CONFRONT PROBLEMS IMMEDIATELY.** Time seldom creates a satisfactory solution. First time transgressions can often be handled simply, without anger. Inappropriate behavior, allowed time to be repeated, provides the potential for increasing the severity of the conflict.
- **CHOOSE YOUR ISSUES CAREFULLY.** Not everything is worth fighting for. If you fight for everything, it will be hard for others to identify the things that are important to you.
- **SEPARATE ANGER FROM ASSERTIVENESS.** Your anger or aggressiveness can hurt, demean, or belittle others. Assertiveness protects your rights. Before acting or speaking, make sure your actions or words are assertive rather than aggressive.
- **USE NONVERBAL ENCOURAGEMENT.** Encourage communication by moving a little closer and looking interested. Mirroring another's position seems to indicate agreement or similar feeling. Sit motionless if someone seems aggressive.
- **AVOID EMPTY THREATS.** If you won't do it, they'll probably know or suspect that. This lessens your options for action.
- **ONLY APOLOGIZE IF YOU'RE WRONG, AND ALWAYS APOLOGIZE WHEN YOU'RE WRONG.** Most people know if you say "I'm sorry" and you aren't sorry. If you are wrong, give others the same respect you expect from them, admit it. They will respect you more for your honesty.
- **BE DIRECT.** Ask for what you need. Manipulation often backfires.
- **DON'T PASS THE BUCK.** Do what you can. If someone else needs to be consulted, take responsibility for speaking with that person or explain where the information can be obtained.
- **DON'T GIVE THE OTHER PARTY A READY MADE EXCUSE.** For example: "I know you're busy but..." This makes it more likely that they will tell you they are too busy to do what needs to be done.
- **ANTICIPATE PROBLEMS.** Try to come up with contingency plans for foreseeable situations.
- **BE AWARE OF YOUR TONE OF VOICE.** Slow and steady demonstrates your control.
- **DON'T INTERRUPT!** Let the speaker finish.
- **USE WE, NOT US/THEM LANGUAGE.** If we are working toward a win/win solution, everyone must get used to being "we."
- **DON'T USE JARGON OR CODE WORDS.** These words tend to leave people out.
- **AVOID MISINFORMATION.** Resist the temptation to tell them what they want to hear so they will go away. If you do this, they will be back!
- **LISTEN!** It is not a mistake that "listen" begins and ends this list.

## GIRL SCOUT GRADE LEVELS AT A GLANCE

	<b>Girl Scout Daisy</b>	<b>Girl Scout Brownie</b>	<b>Girl Scout Junior</b>	<b>Girl Scout Cadette</b>	<b>Girl Scout Senior</b>	<b>Girl Scout Ambassador</b>
<b>Grade</b>	Kindergarten and First Grade	Second and Third Grade	Fourth and Fifth Grade	Sixth, Seventh and Eighth Grade	Ninth and Tenth Grade	Eleventh and Twelfth Grade
<b>Form of Troop Government</b>	Girl Scout Daisy Circle	Girl Scout Brownie Ring or Girl Scout Brownie Circle	Patrol system, town meeting, or executive board	Patrol system, town meeting, or executive board	Patrol system, town meeting, or executive board	Patrol system, town meeting, or executive board
<b>Recognitions</b>	<ul style="list-style-type: none"> <li>• Promise Circle</li> <li>• Learning Petals</li> <li>• Bridge to Girl Scout Brownies patch</li> <li>• Journey Awards</li> </ul>	<ul style="list-style-type: none"> <li>• Girl Scout Brownie Try- Its</li> <li>• Bridge to Girl Scout Juniors patch</li> <li>• Badges earned as part of bridging activities</li> <li>• Religious recognition</li> <li>• Safety Award</li> <li>• Journey Awards</li> </ul>	<ul style="list-style-type: none"> <li>• Badges</li> <li>• Signs</li> <li>• Junior Aide patch</li> <li>• Junior Leadership Pin</li> <li>• Bridge to Girl Scouts patch</li> <li>• Religious recognition</li> <li>• Bronze Award</li> <li>• Safety Award</li> <li>• Studio 2B Focus Books</li> <li>• Journey Awards</li> </ul>	<ul style="list-style-type: none"> <li>• Interest Project patches</li> <li>• From Dreams to Reality Patch</li> <li>• Religious recognition</li> <li>• American Indian Youth Certificate and Award</li> <li>• Girl Scout Cadette Challenge Pin</li> <li>• Girl Scout Cadette Leadership Award</li> <li>• Silver Award</li> <li>• Program Aide pin and patch</li> <li>• Bridge to Girl Scout Seniors patch</li> <li>• Community Service Bar</li> <li>• Community Service in Girl Scouting Bar</li> <li>• Safety Award</li> <li>• Studio 2B Focus Books</li> <li>• Journey Awards</li> </ul>	<ul style="list-style-type: none"> <li>• Ten-Year Award</li> <li>• Girl Scout Senior Leadership Award</li> <li>• Girl Scout Senior Challenge pin</li> <li>• Career Exploration pin</li> <li>• Gold Award</li> <li>• Leader-in-Training</li> <li>• Counselor-in-Training</li> <li>• Religious Recognition</li> <li>• Bridge to Girl Scout Ambassadors pin</li> <li>• Program Aide II pin and patch</li> <li>• Community Service Bar</li> <li>• Community Service in Girl Scouting Bar</li> <li>• Safety Award</li> <li>• Journey Awards</li> </ul>	<ul style="list-style-type: none"> <li>• Ten-Year Award</li> <li>• Girl Scout Senior Leadership Award</li> <li>• Girl Scout Senior Challenge pin</li> <li>• Career Exploration pin</li> <li>• Gold Award</li> <li>• Leader-in-Training</li> <li>• Counselor-in-Training</li> <li>• Religious Recognition</li> <li>• Bridge to Girl Scouts Adult pin</li> <li>• Program Aide II pin and patch</li> <li>• Community Service Bar</li> <li>• Community Service in Girl Scouting Bar</li> <li>• Safety Award</li> <li>• Journey Awards</li> </ul>

	<b>Girl Scout Daisy</b>	<b>Girl Scout Brownie</b>	<b>Girl Scout Junior</b>	<b>Girl Scout Cadette</b>	<b>Girl Scout Senior</b>	<b>Girl Scout Ambassador</b>
<b>Basic Resources</b>	<ul style="list-style-type: none"> <li>• The Guide for Girl Scout Daisy Leaders</li> <li>• My Girl Scout Daisy Activity Book</li> <li>• Daisy Flower Garden Journey</li> <li>• Guide for Daisy Flower Garden Journey</li> </ul>	<ul style="list-style-type: none"> <li>• Girl Scout Brownie Handbook</li> <li>• Try-It's For Brownie Girl Scouts</li> <li>• Girl Scout Brownie Leader Guide Book</li> <li>• Brownie Quest Journey</li> <li>• Guide for Brownie Quest Journey</li> </ul>	<ul style="list-style-type: none"> <li>• Girl Scout Junior Handbook</li> <li>• Girl Scout Badge Book</li> <li>• Girl Scout Junior Leader Guide Book</li> <li>• Agent of Change Journey</li> <li>• Guide for Agent of Change Journey</li> </ul>	<ul style="list-style-type: none"> <li>• Girl Scout Cadette Handbook</li> <li>• Cadette and Girl Scout Senior Interest Projects</li> <li>• The Guide for Cadette and Girl Scout Senior Leaders</li> <li>• Amaze Journey</li> <li>• Guide for Amazes Journey</li> </ul>	<ul style="list-style-type: none"> <li>• A Resource Book for Girl Scout Seniors</li> <li>• Cadette and Girl Scout Senior Interest Projects</li> <li>• The Guide for Cadette and Girl Scout Senior Leaders</li> <li>• The Studio 2B Focus Books</li> <li>• GIRLtopia Journey</li> <li>• Guide for GIRLtopia Journey</li> </ul>	<ul style="list-style-type: none"> <li>• A Resource Book for Girl Scout Seniors</li> <li>• Cadette and Girl Scout Senior Interest Projects</li> <li>• The Guide for Cadette and Girl Scout Senior Leaders</li> <li>• Your Voice, Your World. The Power of Advocacy Journey</li> <li>• Guide for Your Voice, Your World. The Power of Advocacy Journey</li> </ul>
<b>Supplemental Resources</b>	<ul style="list-style-type: none"> <li>• Games for Girl Scouts</li> <li>• Exploring Wildlife Communities with Children</li> <li>• Focus on Ability</li> <li>• Ceremonies</li> <li>• Issues for Girl Scouts booklets</li> </ul>	<ul style="list-style-type: none"> <li>• Brownies' Own Songbook</li> <li>• Games for Girl Scouts</li> <li>• Exploring Wildlife Communities with Children</li> <li>• Outdoor Education in Girl Scouting</li> <li>• World Games and Recipes</li> <li>• Trefoil Round the World</li> <li>• Here Come the Brownies</li> <li>• WAGGGS Brownie uniform and badge posters</li> <li>• Focus on Ability</li> <li>• Ceremonies</li> <li>• Issues for Girl Scouts booklets</li> </ul>	<ul style="list-style-type: none"> <li>• Games for Girl Scouts</li> <li>• Exploring Wildlife Communities with Children</li> <li>• Outdoor Education in Girl Scouting</li> <li>• World Games and Recipes</li> <li>• Trefoil Round the World</li> <li>• Focus on Ability</li> <li>• Ceremonies</li> <li>• Issues for Girl Scouts booklets</li> </ul>	<ul style="list-style-type: none"> <li>• Games for Girl Scouts</li> <li>• Outdoor Education in Girl Scouting</li> <li>• World Games and Recipes</li> <li>• Trefoil Round the World</li> <li>• WAGGGS Girl Guide/Girl Scout uniform and badge posters</li> <li>• Focus on Abilities</li> <li>• Issues for Girl Scouts</li> <li>• Ceremonies</li> </ul>	<ul style="list-style-type: none"> <li>• Games for Girl Scouts</li> <li>• Outdoor Education in Girl Scouting</li> <li>• World Games and Recipes</li> <li>• Trefoil Round the World</li> <li>• WAGGGS Girl Guide/Girl Scout uniform and badge posters</li> <li>• Focus on Abilities</li> <li>• Issues for Girl Scouts booklets</li> <li>• Ceremonies</li> </ul>	<ul style="list-style-type: none"> <li>• Games for Girl Scouts</li> <li>• Outdoor Education in Girl Scouting</li> <li>• World Games and Recipes</li> <li>• Trefoil Round the World</li> <li>• WAGGGS Girl Guide/Girl Scout uniform and badge posters</li> <li>• Focus on Abilities</li> <li>• Issues for Girl Scouts booklets</li> <li>• Ceremonies</li> </ul>

## FINANCIAL ASSISTANCE GRANTS

Girl Scouts of Gateway Council is committed to removing barriers to participation for current and potential Girl Scouts, including a family's inability to contribute funds for membership dues, uniform components, troop dues and other fees not routinely paid for from troop funds. Troop Leaders should share the opportunity for financial assistance with all families and provide financial grant forms at the time of registration.

Financial Assistance for individuals is made possible by S.H.A.R.E contributions, product sales, United Way and annual fund raising efforts.

- Funds for the \$12 GSUSA membership dues will be supplied at a troop leader's request without additional paperwork. Please indicate the number of girls and adults unable to pay dues on the registration summary form, include these members in the total number to be registered, and submit their individual registration forms at that time.
  - The amount of financial assistance provided for troop dues will not exceed \$15 per membership year and will be reduced by a percentage as the membership year progresses.
  - Financial Assistance Grants for a uniform sash and insignia, a Journey book, and activities fees are awarded on a sliding scale based on family income and household size.
  - Fees for events, campouts, and field trip activities are generally paid for with troop funds and would not require financial assistance. In some instances, families may be asked to provide a portion of the fees in combination with troop funds. Families can request financial assistance in instances involving council events and service unit campouts for this portion of the fee. Again, the amount awarded will be determined on a sliding scale based on family income and will generally not exceed 50% of the cost. Fees will only be considered for adults needed to fulfill chaperone requirements stated in Safety Wise.
- Financial Assistance Grant requests must be submitted at the time a troop or individual girl registers for a council event including the required deposit. Financial Assistance requests will not be considered after the registration close date of a council event or after a service unit event has been held. Grants will not be considered retroactively. Since Financial Assistance rarely exceeds 50% of the cost of an event, an amount equal to 50% of the cost of an event must be paid at the time the event registration is received.

# FINANCIAL GRANT APPLICATION



Please Print

One form per person

Girl Scouts.

Incomplete forms can not be processed. Please complete both sides of this application. Requests for assistance for events must accompany event registration. Requests for assistance can not be considered after an event has taken place.

OFFICE USE ONLY	
<input type="checkbox"/>	\$ _____ Troop Dues
<input type="checkbox"/>	_____ Sash, ID Strip Troop #s
<input type="checkbox"/>	Grade Level Journey Book
<input type="checkbox"/>	Daisy Tunic
<input type="checkbox"/>	Promise Ctr & Learning Petals
_____	
_____	
_____	

Please indicate which product sales your Girl Scout has participated in, or plans to participate in:

Fall Product Sale       Cookie Sale

Name of Person completing this form: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of Person needing F/A: \_\_\_\_\_  Girl  Adult

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Troop/Group #: \_\_\_\_\_ Service Unit: \_\_\_\_\_ County: \_\_\_\_\_

Troop/Group Leader: \_\_\_\_\_ Phone: \_\_\_\_\_

Leader's address: \_\_\_\_\_

Adult or Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**YEARLY HOUSEHOLD INCOME: (SELECT ONE)** (includes child support, AFDC, etc)

Under \$6,999     
  \$7,000-\$9,999     
  \$10,000-\$12,999     
  \$13,000-\$17,999     
  \$18,000-\$24,999  
 \$25,000-\$34,999     
  \$35,000-\$44,999     
  \$45,000-\$49,999     
  \$50,000+

<b>G I R L</b>	<b>GIRL INFORMATION: (if applying for GIRL Financial Assistance)</b>	
	<b>LEVEL (SELECT ONE):</b>	
	<input type="checkbox"/> Daisy (Gr K-1) <input type="checkbox"/> Brownie (Gr 2-3) <input type="checkbox"/> Junior (Gr 4-5) <input type="checkbox"/> Cadette (Gr 6-8) <input type="checkbox"/> Senior (Gr 9-10) <input type="checkbox"/> Ambassadors (Gr 11-12)	
	Mother's/Guardian's name: _____	Work phone: _____
	Father's/Guardian's name: _____	Work phone: _____
	Number of members in the household, include adults AND children _____	

Does parent/guardian receive child support, AFDC, etc.? (Select One)  Yes  No

<b>A D U L T</b>	<b>ADULT INFORMATION (if applying for ADULT Financial Assistance):</b>	
	Name: _____	
	Position in Girl Scouting: _____	Work phone: _____
	Number of members in the household, include adults AND children _____	
	Do you receive child support, AFDC, etc.? (Select One) <input type="checkbox"/> Yes <input type="checkbox"/> No	

When completed, send this form to:  
 Girl Scouts of Gateway Council, Inc.  
 Financial Grant Administrator  
 1000 Shearer Street  
 Jacksonville, Florida 32205



**Financial Grants are based on total household income and number of people residing in that household and are awarded on a sliding scale.**

- Troop Dues (awarded once per membership year)
- Uniform Items (Daisy Tunic, Promise Center & Learning Petals) **OR** (Sash, ID Strips, Troop #s - vest may be purchased for the difference in cost between the sash and vest)
- Grade Level Journey Book (one per membership year)

**\*Activities and events:** Troops are expected to utilize troop funds to pay the majority of costs associated with activities and events.\* Families should contribute only a portion of these fees. Financial assistance will be considered only for the portion to be contributed by the Girl Scout's family. While additional amounts can be requested in unusual circumstances, financial assistance will generally not exceed 50% of the amount of the fee contributed by the family. Troops should pay a portion of event fees for girls requesting assistance when registering for events and S/U Campout.

**\* For Council sponsored events, you must include at least 50% of event fee before you can be registered for the event and F/A processed. ALSO, troop contribution towards event is required.**

Name _____	Svc Unit _____
Troop _____	Troop _____

**Please provide the following information for each event, camp, and/or activity:**

• Name of event				
➤ Sponsored by:		<input type="checkbox"/>	<b>Council event</b>	<input type="checkbox"/>
• Activity # (if council event)		<input type="checkbox"/>	<b>Service Unit Campout</b>	(1 per year)
• Date of event				
• Full cost of event		\$		
• <b>Amount paid by troop *</b>		\$	<b>MUST be included to process</b>	
• Balance expected from family		\$		
<b>Assistance requested</b>		\$		
• Name of event		<input type="checkbox"/>	<b>Council event</b>	<input type="checkbox"/>
➤ Sponsored by:		<input type="checkbox"/>	<b>Service Unit Campout</b>	(1 per year)
• Activity # (if council event)				
• Date of event				
• Full cost of event		\$		
• <b>Amount paid by troop *</b>		\$	<b>MUST be included to process</b>	
• Balance expected from family		\$		
<b>Assistance requested</b>		\$		
• Name of event		<input type="checkbox"/>	<b>Council event</b>	<input type="checkbox"/>
➤ Sponsored by:		<input type="checkbox"/>	<b>Service Unit Campout</b>	(1 per year)
• Activity # (if council event)				
• Date of event				
• Full cost of event		\$		
• <b>Amount paid by troop *</b>		\$	<b>MUST be included to process</b>	
• Balance expected from family		\$		
<b>Assistance requested</b>		\$		

## Child Abuse Prevention

Unthinkable as it is to imagine someone intentionally hurting a child, about 1 million children are abused every year in the United States. And these are only the reported incidents — many more are unreported and undetected, often because children are afraid to tell.

Child abuse - when it's not fatal - can stymie a child's growth and development. The documented emotional and physical damage suffered by abused and neglected children include chronic health problems, low self-esteem, physical disabilities, and an inability to form healthy attachments to other people.

Abused and neglected children can experience developmental delays, memory lapses, anxiety and an inability to control violent outbursts. Is it any wonder then that abused or neglected children are 59 percent more likely to be arrested as a juvenile and 29 percent more likely to commit a violent crime than a child who was not abused or neglected?

### Gateway Council Policy

As Girl Scout leaders and volunteers, we have a moral, ethical, and legal responsibility to report any suspected child abuse to our local child protective services agency, police, hospital, or emergency hotline, (800) 96-ABUSE (1-800-962-2873). Our responsibility in reporting child abuse is identified in the “Policies Relating to Operational Volunteers and Troops/Groups” located in the *Volunteer Resource Guide*.

Once you suspect child abuse, you need to act to protect the child from further possible harm. It doesn't matter if you're wrong - it's better to be wrong than sorry. The child's safety is the immediate issue - you could save her life. While all suspicions and accusations may not turn out to be true, all deserve serious attention and immediate action with the help of professionals. And each girl deserves to be heard, protected, and helped no matter what.

There are four types of child abuse: physical abuse, physical neglect, sexual abuse or emotional abuse. All volunteers who complete Leadership Essentials and Troop Pathway Training received more detailed information about recognizing potential child abuse in their course workbook. If you have not taken this course, or if you require any additional information, please contact your Membership Specialist or Program/Training Specialist.

### Signs of Abuse

Of course, all children get scratches, bruises, and cuts from time to time. That's the nature of childhood - a time that's full of tumbling, climbing, and adventures. That makes it difficult to tell what's normal and what may be a sign of abuse.

Unfortunately, there's no one telltale sign that a child is being abused. Bruises, black eyes, and broken bones are certainly clues, but other signs are less obvious. Children who have been abused may behave differently. They may have nightmares or trouble sleeping. Their school performance may suddenly decline. In addition, they may:

- have a poor self-image
- be unable to love or trust others
- be aggressive or disruptive (become bullies)
- display intense anger or rage
- act out in the classroom
- act out sexually
- be self-destructive, self-abusive, or suicidal
- feel sad, passive, withdrawn, or depressed
- have difficulty forming new relationships
- use drugs or alcohol
- avoid going home after school

Children who witness abuse but are not victims themselves may also display some or all of the above signs. It's important to note that these symptoms are all nonspecific, meaning they could result from a number of causes - not just child abuse. Children who are under stress from a variety of sources - including parental separation, divorce, and visitation and custody arrangements - may show similar symptoms.



## **Listen carefully and calmly**

If a girl in your troop tells you about an abusive experience, remain calm and let her know that you believe her. Your reaction can either help her begin to recover or further traumatize her. Here are some tips:

- Respect the child's privacy. Find a private place and listen to her story. Encourage her to talk about what happened. Record names, dates, times, and locations so you don't have to rely on your memory when passing on information to the authorities.
- Avoid asking too many specific questions. Specific questions may mislead or confuse the girl. Later, this may seriously affect the ability of investigators to find out exactly what did or did not happen. If investigators can't determine that abuse has occurred, they can't protect the girl.
- If some time has lapsed since the abuse, don't ask "why didn't you tell me before?" Children are often threatened not to tell anyone and need assurance. Affirm that you are going to protect them.
- Continue to explain that they have done nothing wrong. Children easily assume the guilt and responsibility for what happened. They can be easily enticed or tricked and later blame themselves because they feel they should have been stronger or smarter.
- Children seldom lie about acts of sexual exploitation because of the shame and guilt associated with it. Take what they say seriously.
- Keep the lines of communication open. Never forget that the child is a victim.

Source: The Nemours Foundation, KidsHealth for Parents;  
Design M, Your Guide to Child Protection

## Criminal Background Search

Volunteers are an integral part of Girl Scouting as we rely on volunteers' commitment and dedication in helping build girls of courage, confidence, and character. We also rely on volunteers to provide a safe environment for the girls in our programs. Currently Girl Scouts of Gateway Council background screening includes a criminal background search, volunteer application, one-on-one interviews, and personal references.

### **What is required for the criminal background screening and how will the information be used?**

Background screening includes a volunteer application, one-on-one interview, personal references and a criminal background search. Volunteers must provide their name, date of birth, and their social security number. The social security number shall be used ONLY for ensuring an accurate search. This is especially important for people with identical names. Criminal background search results will be held in the strictest confidence by both council staff and service unit managers.

### **How will information for record searches be collected?**

Troop leaders, co-leaders, assistant leaders, service team members, trainers, and council program event staff including volunteer resident and day camp directors and staff are required to complete a Volunteer Application.

If a volunteer does not want to fill out the social security number on the application, they will have the option to go to the council website to link directly with the search company's website. Using this method, Girl Scouts of Gateway Council will never see the social security number nor will the number be in our files. The results of the criminal background search will be sent to Girl Scouts of Gateway Council and not the volunteer.

### **What if Gateway Council receives results that indicate a potential volunteer has a criminal record?**

Any felony offense, regardless of type, will disqualify an adult from participation as a Girl Scout volunteer. For other offenses, which may include arrest and conviction data as well as plea

bargains and deferred adjudications, the decision to exclude or limit an individual's participation as a volunteer is dependent upon what crime was committed, the nature and severity of the crime, and the length of time since the criminal conduct occurred. Girl Scouts of Gateway Council shall review each applicant's record on a case-by-case basis.

### **What information is included in the criminal background search?**

This criminal background search includes reports of convictions, arrests, court records, inmate records, and sex offender registries. It does not include credit checks. If a volunteer is deemed ineligible for participation as a volunteer, they will receive written notice as to how they can review the findings received from the reporting agencies. Girl Scouts of Gateway Council will rely upon the information contained in the criminal background search results until a corrected report has been provided.

### **What if a potential volunteer refuses to go through the criminal background search?**

If a potential volunteer refuses to obtain a criminal background search they will not be eligible for appointment and/or reappointment.

### **Will parents be expected to complete a criminal background search?**

Often troops need the assistance of parents or other volunteers. Parents/volunteers can participate in troop activities when two volunteers, who have satisfactorily completed the background screening process including a criminal background search, are present.

**Girl Scouts of Gateway Council, Inc.**  
**TROOP LEADER - CO-LEADER – ADVISOR - MENTOR**  
**Volunteer Position Description**

Appointed by and accountable to Service Unit Manager for a term of one year.

**Objective:**

To insure quality program and the safety of girls  
through progressive learning experiences in a troop or group setting.

**Accountabilities:**

- Demonstrate commitment to membership growth.
- Promote Girl Scouts in the community.
- Model behavior that demonstrates commitment to the Girl Scout Program and the Girl Scout Promise and Law.
- Uphold policies and standards of Girl Scouts of Gateway Council and Girl Scouts of the United States of America.
- Promote respect for, and appreciation of the traditions, customs, lifestyles, and heritages of all racial, ethnic, religious and socio-economic groups.
- Create and foster a climate of courtesy and professionalism towards girls, parents, volunteers and the community.
- Evaluate troop activities with girls as an on-going part of troop program.
- Recruit and meet with troop committee members to provide opportunities for parent involvement in troop activities.
- Provide opportunities for program experiences beyond the troop meeting.
- Promote girl leadership skills by involving girls in every aspect of Girl Scout Program including planning, budgeting, and evaluation.
- Be knowledgeable about, support, and promote all program events

**Principle Duties:**

- Complete Orientation, Leadership Essentials and Pathway training. Participate in enrichment courses to further personal growth.
- Register girls and adults annually with Girl Scouts of the United States of America.
- Participate in monthly service unit meetings or send a representative.
- Provide a balanced program based on the Girl Scout Promise and Law that meets the needs and interests of the girls.
- Work in partnership with girls and adults in planning and decision-making.
- Secure written permission from a parent or legal guardian when activities take place outside the scheduled meeting place, involve travel, or focus on sensitive or controversial topics.
- Maintain records of troop dues, parent permission forms, attendance, individual girl records, and health forms.
- Maintain troop finance records and reports and submit Finance Reports with last bank statement twice yearly.
- Acknowledge girls' accomplishments through frequent positive reinforcement and recognition.

**Qualifications**

- Registered member of Girl Scouts of the United States of America under position code 01.
- Accept the principles of the Girl Scout Movement, the Promise and the Law.
- Ability to communicate effectively with girls and adults.
- Enjoy working with and have a genuine respect for girls.
- Have maturity of judgment and be at least 18 years of age.

**Girl Scouts of Gateway Council, Inc.**

**ASSISTANT TROOP LEADER**

**Volunteer Position Description**

Appointed by and accountable to Service Unit Manager for a term of one year.

**Objective**

To assist and support the Troop Leader

In assuring quality program and the safety of girls

through progressive learning experiences in a troop or group setting.

**Accountabilities:**

- Demonstrate commitment to membership growth.
  - Promote Girl Scouts in the community.
  - Model behavior that demonstrates commitment to the Girl Scout Program and the Girl Scout Promise and Law.
  - Uphold policies and standards of Girl Scouts of Gateway Council and Girl Scouts of the United States of America.
  - Promote respect for, and appreciation of the traditions, customs, lifestyles, and heritages of all racial, ethnic, religious and socio-economic groups.
  - Create and foster a climate of courtesy and professionalism towards girls, parents, volunteers and the community.
- Assist Leader in providing a balanced program based on the Girl Scout Promise and Law that meets the needs and interests of the girls.
  - Assist Leader in acknowledging girls' accomplishments through frequent positive reinforcement and recognition.
  - Assist leader in promoting girl leadership skills by involving girls in every aspect of Girl Scout Program including planning, budgeting, and evaluation.
  - Be knowledgeable about, support, and promote all program events

**Principle Duties:**

- Complete Orientation, Leadership Essentials and Pathway training. Participate in enrichment courses to further personal growth.
- Work with Leader and girls in planning and carrying out quality Girl Scout program.
- Assume tasks delegated by the Leader.
- Attends troop meetings and carries out assigned responsibilities.
- Carry on with troop meetings assisted by a troop committee member if Leader is unable to attend.
- Participate in monthly service unit meetings if requested by the leader.

**Qualifications:**

- Registered member of Girl Scouts of the United States of America.
- Accept the principles of the Girl Scout Movement and the Promise and the Law.
- Ability to communicate effectively with girls and adults.
- Enjoy working with and have a genuine respect for girls.
- Have maturity of judgment and be at least 18 years of age.

## ADDITIONAL VOLUNTEER POSITION DESCRIPTIONS

TITLE	OBJECTIVE	APPOINTED BY
Service Unit Manager (S.U.M.)	To plan, coordinate, and direct the volunteers and the delivery of services within a specific geographic area.	Membership Specialist
Coaches/Program Consultant (P.C.)/Program Age Level Specialists (PAL)	To encourage the personal growth and progress of all leaders. Assist leaders in their work with girls to contribute to their retention in Girl Scouting.	Service Unit Manager
Program Facilitator	To provide Girl Scout program to members.	Outdoor Education Manager or Girl Leadership Specialist
Troop Product Sale Manager (Fall Product Program and/or Cookie Program)	Promote, coordinate and conduct the troop product sale programs. Work directly with the girls, parents and volunteers to insure that the campaigns are carried out properly and in a timely manner.	Accountable to S.U. Product Sale Manager and Troop Leader
Service Unit Product Sale Manager (Fall Product Program and/or Cookie Program)	To coordinate the annual programs within a Service Unit.	Director of Product Sales and S.U.M.
Camp Ambassador	Supports camp rangers and provides assistance with property and equipment. Fills in when rangers are on vacation.	Property Director or Outdoor Education Manager
Council Trainer	To plan, teach, evaluate and report on assigned training events.	Director of Volunteer Resource and Retention Specialist
Service Unit Training Coordinator	To assess and develop training needs for a specific Service Unit, to insure a successful Girl Scout program experience.	S.U.M. and Volunteer Resource Department
Communications Liaison	To assist Communications Staff in promoting the Girl Scout program and troop activities.	Public Relations Specialist
SHARE Coordinator	To promote the SHARE family giving campaign within the Service Unit.	Fund Development Specialist
Event Coordinator	To coordinate events at the council or service unit level	Service Unit Manager or Outdoor Education Manager or Girl Leadership



**Girl Scouts of Gateway Council, Inc.  
Leader/Council Agreement**

**Girl Scouts.**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_  
Service Unit: \_\_\_\_\_  
Troop: \_\_\_\_\_

**Girl Scouts of Gateway Council Agrees to:**

- Provide the volunteer with a copy of the council policies and standards, and a job description.
- Provide orientation, learning opportunities and a system of support.
- Provide a system of recognition for the adults in Girl Scouting.
- Provide adults the opportunity to participate in the planning, priority setting and evaluation of their work and the Girl Scout program.
- Provide access to basic resource materials.
- Provide program opportunities beyond the troop for girls and adults.
- Provide opportunities for involvement and advancement in the volunteer structure.
- Provide opportunities to develop an awareness of and appreciation for the traditions, customs, lifestyles and heritages of all racial, ethnic, religious and socio-economic groups.

**The Leader Agrees to:**

- Adhere to and support all Girl Scouts of Gateway Council policies and standards.
- Register annually with GSUSA.
- Assess and complete training needs.
- Be knowledgeable about, support and/or promote program events.
- Promote respect for and appreciation of the traditions, customs, lifestyles and heritages of all racial, ethnic, religious and socio-economic groups.
- Demonstrate and promote a climate of courtesy and professionalism toward others with whom you come in contact.
- Comply with all duties outlined in the leader job description as agreed upon.
- Demonstrate knowledge of and support for the annual United Way Campaign and council-sponsored fundraising events.
- Model behavior that demonstrates your commitment to the Girl Scout Program Goals and the Girl Scout Promise and Law.

I have received the policies affecting volunteers and agree to adhere to these and to fulfill my responsibilities as outlined in the volunteer job description.

Leader's Signature \_\_\_\_\_ Date \_\_\_\_\_

I agree to provide support and consultation to you as a leader. I hereby appoint you to the position of troop leader/co-leader/assistant leader pending completion of Basic Leadership Training and satisfactory criminal background search.

Service Unit Manager's Signature \_\_\_\_\_ Date \_\_\_\_\_

**This agreement will stay in effect unless Girl Scouts of Gateway Council has a policy change. At that time all volunteers will be requested to sign a new agreement.**





**HEALTH INFORMATION FORM**  
 (must be completed by parent or legal guardian and signed)

Troop # \_\_\_\_\_  
 Leader \_\_\_\_\_  
 Service Unit \_\_\_\_\_

The physical condition of my daughter, \_\_\_\_\_  
 (full name and address)

is such that she (**may** \_\_\_\_ ) (**may not** \_\_\_\_ ) participate in \_\_\_\_\_

Child's Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Current Weight: \_\_\_\_\_

Does your child have emotional or behavioral traits of which you would like the leader to be aware? If so, please explain:

**PAST ILLNESSES:** (If applicable, give approximate dates.)

Ear Infection \_\_\_\_\_ Asthma \_\_\_\_\_ Diabetes \_\_\_\_\_ Epilepsy \_\_\_\_\_  
 Heart Trouble \_\_\_\_\_ Convulsions \_\_\_\_\_ Drug Allergies \_\_\_\_\_  
 Hearing Impairment \_\_\_\_\_ Vision Impairment \_\_\_\_\_ Other Allergies \_\_\_\_\_

Insect Sensitivity (specify): \_\_\_\_\_ OTHER DISEASES, ALLERGIES or details of the above: \_\_\_\_\_

**IMMUNIZATIONS:** (Give dates of last immunizations only.)

MMR \_\_\_\_ / \_\_\_\_ / \_\_\_\_ DPT \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Polio \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Tetanus \_\_\_\_ / \_\_\_\_

**MEDICATIONS** my daughter is presently taking: \_\_\_\_\_

For treatment of: \_\_\_\_\_

*LISTING OF THE FOLLOWING ACTIVITIES DOES NOT SIGNIFY THAT EVERY ACTIVITY WILL BE OFFERED AT EVERY EVENT/CAMP.*  
 She has my permission to:

**Swim:** \_\_\_\_ Yes \_\_\_\_ No      **Dive:** \_\_\_\_ Yes \_\_\_\_ No      **Hike:** \_\_\_\_ Yes \_\_\_\_ No      **Canoe/Boat:** \_\_\_\_ Yes \_\_\_\_ No  
**Ride Horseback:** \_\_\_\_ Yes \_\_\_\_ No      **Other:** \_\_\_\_\_ Yes \_\_\_\_ No

My daughter's last physical examination was on: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Her Physician is: \_\_\_\_\_

Physician's address is: \_\_\_\_\_ Telephone No: \_\_\_\_\_ If my daughter has had an operation or serious illness since her last physical examination, I will attach written permission from her licensed physician for her to attend and participate in camp and/or troop activities.

**AUTHORIZATION FOR MEDICATION**

\_\_\_\_\_  
 Name of Girl Scout      Address

The following is a list of medications found in our troop first aid kit. Please indicate which medications may be used to treat your child if necessary. Any medications which you do not indicate as being acceptable for your child will not be used in treating your child.

**Neosporin First Aid Ointment:** \_\_\_\_ Yes \_\_\_\_ No      **Tylenol/Acetaminophen:** \_\_\_\_ Yes \_\_\_\_ No      **Epsom Salts:** \_\_\_\_ Yes \_\_\_\_ No  
**Hydrogen Peroxide:** \_\_\_\_ Yes \_\_\_\_ No      **Bug Repellant:** \_\_\_\_ Yes \_\_\_\_ No      **Benadryl/Antihistamine:** \_\_\_\_ Yes \_\_\_\_ No  
**Ear Drops (alcohol & water):** \_\_\_\_ Yes \_\_\_\_ No      **Sunscreen:** \_\_\_\_ Yes \_\_\_\_ No      **Ibuprofen:** \_\_\_\_ Yes \_\_\_\_ No  
**Pepto-Bismol:** \_\_\_\_ Yes \_\_\_\_ No      **Tums/Antacid:** \_\_\_\_ Yes \_\_\_\_ No

*Substitutions will have to be provided by you.*

**SPECIAL INSTRUCTIONS:** \_\_\_\_\_

Please call me before any of the above medications are used to treat my child. In the event of a real emergency such as injuries or illness, you will be called immediately.



**AUTHORIZATION TO TREAT A MINOR/ADMINISTER MEDICATION**

**To Whom It May Concern:**

I, the undersigned parent or legal guardian of \_\_\_\_\_, a minor, do hereby authorize and consent to any X-ray examination, anesthetic, medical or surgical diagnosis or treatment rendered by a licensed physician or under the general or special supervision of any member of the medical staff and emergency room staff of a duly licensed hospital in the United States and Canada. I further authorize Girl Scouts of Gateway Council representative to select a medical doctor and/or hospital of his or her choice for the purpose of diagnosis or treatment of the above named minor.

It is understood that this authorization is given in advance of any specific authority and power to render care which the aforementioned physician, in the exercise of his/her best judgment, may deem advisable. It is understood that effort shall be made to contact the undersigned prior to rendering treatment to the above named minor, but that any of the above treatment will not be withheld if the undersigned cannot be reached. This authorization is valid only for treatment of emergencies when the undersigned is not reasonably available to give consent.

List any restrictions: \_\_\_\_\_

\_\_\_\_\_ I do \_\_\_\_\_ I do not Authorize use of First Aid medication as indicated on the reverse of this form.

This consent shall remain effective for one year from date listed below:

\_\_\_\_\_

Time	Month	Day	Year
------	-------	-----	------

Signature: \_\_\_\_\_ OR \_\_\_\_\_  
Parent Legal Guardian

Address: \_\_\_\_\_

Work Telephone No: (\_\_\_\_\_) \_\_\_\_\_ Home Telephone No: (\_\_\_\_\_) \_\_\_\_\_

E-mail address: \_\_\_\_\_ Cell Phone No: (\_\_\_\_\_) \_\_\_\_\_

## GIRL SCOUTS OF GATEWAY COUNCIL, Inc.

### REGISTRATION INSTRUCTIONS

PLEASE PRINT CLEARLY AND LEGIBLY AND USE ONLY BLUE OR BLACK INK

#### Girl Forms

- 1. Check “NEW” if girl has never been a Girl Scout. Check “RE-REGISTER” if girl has been a Girl Scout at any time in her life.
- 2. If the girl is a re-registering member, fill in GSUSA ID number if available. Preprinted forms are provided for re-registering members. Please check for accuracy and be sure all information is current.
- 3. Fill in custodial information.
- 4. Have parent or guardian complete all personal information, including their employer, and custodial and emergency contact information.
- 5. Have parent or guardian read and sign their consent for girl to become a member. Only one signature is needed. If parent does NOT consent for girl to be photographed, have them strike-through the 3 sentences pertaining to photographs and initial.
- 6. Parent completes information on racial background and ethnicity.
- 7. Encourage parent/adult to make a tax-deductible gift to Girl Scouts of Gateway Council’s SHARE family giving campaign. Financial contributions allow all girls that wish to participate fully in the Girl Scout program an opportunity regardless of financial or physical ability. See the box at the bottom of the registration form to make a gift.
- 8. Leader completes the box on bottom right corner of form. If adult did not complete the racial background information and leader completed it prior to turning in the registration, please check the circle, (VS Category #1). If adult did not complete the ethnic background information, and leader completed it prior to turning in the registration, please check the circle, (VS Category #2).
- 9. Leader enters council code 313 and troop number. Enter report code and list service unit in registration area using the code and information listed on the back of this page.

**Leader keeps back copy.**

#### Adult Forms

- 1. Check “NEW” if adult has never been a Girl Scout. Check “RE-REGISTER” if adult has been a Girl Scout at any time.
- 2. If adult is a re-registering member, fill in GSUSA ID number if available.
- 3. Fill in ALL current adult position codes.
- 4. Complete all adult information including employer. Preprinted forms are provided for re-registering members. Please check for accuracy and be sure all information is current.
- 5. Sign and date the form. If adult does NOT consent to be photographed, have them strike-through the 3 sentences pertaining to photographs and initial.
- 6. Check if adult would like to become a lifetime member.
- 7. Complete the information on racial background and ethnicity.
- 8. Encourage parent/adult to make a tax-deductible gift to Girl Scouts of Gateway Council’s SHARE family giving campaign. Financial contributions allow all girls that wish to participate fully in the Girl Scouts program an opportunity regardless of financial or physical ability. See the box at the bottom of the registration form to make a gift.
- 9. Leader completes the box on bottom right corner of form. If adult did not complete the racial background information, and leader completed it prior to turning in the registration, please check the circle, (VS Category #1). If adult did not complete the ethnic background information, and leader completed it prior to turning in the registration, please check the circle, (VS Category #2).
- 10. Leader enters council code 313 and troop number. Enter report code and list service unit in registration area using the code and information listed on the back of this page.

**Leader keeps back copy.**

# Membership Registration Form

## Instructions continued

When submitting any number of girl or adult registration forms, a Dues Summary must be completed to accompany the other forms.

The Following Information is needed on all forms:

<b>Council Code</b>	<b>313</b>
<b>Report Code – Note Changes from last year!</b>	
Alapaha/Suwanee County	624
Alapaha/Hamilton County	601
Azalea Trails	631
Baker Trails – All	627
Beaches/Duval County	625
Beaches/St. Johns County	608
Black Creek	626
Bradford Union/Bradford County	623
Bradford Union/Union County	637
Carolina Hills	603
CHUA	606
Columbia	621
Creeks Cove	604
Cross Roads Creek/St. Johns County	638
Cross Roads Creek/Duval County	630
Diamond Jubilee	609
Golden Sands	618
Hatchet Creek	641
Indian Creek	628
Indigo	633
Kanapaha	632
Manatee	617
Mandarin Meadows	629
Nassau	600
Norweaster	616
Oke-We-No	634
Orange Blossom Cove/Clay County	605
Orange Blossom Cove/Duval County	640
Orange Park	619
Putnam	610
Round River	613
St. Augustine	611
Sawamish/Dixie County	622
Sawamish/Levy County	639
Sawamish/Gilchrest County	643
Trout River	602
Twin Hills	614
Whispering Pines	620
<b>Registration Area – Note Changes from last year!</b>	
This is no longer a numeric code! Write the name of your service unit, regardless of the county the troop or girls reside in.	

# Membership Dues Summary

- 1. Complete the Council Code 313 and Troop (or Group) Number indicating if it is new or re-registering. Enter the Report Code and Registration Area using the codes listed on this page.
- 2. Check the term describing the way in which these girls participate.
- 3. Check the approximate length of program duration, ex: troops would check the box, 8-12 months.
- 4. Check program frequency, ex: how often you schedule meetings.
- 5. Check the grade level that BEST describes the majority of the girls registering now.
- 6. Complete the type of meeting place, meeting day and location.
- 7. Enter total number of girl and adult registrations attached. Multiply by \$12 and record to total registration payment. **DO NOT ATTACH TROOP DUES.** Enter **SHARE** contributions. **DO NOT** include any “other” payment.
- 8. Complete the Volunteer Leader/Advisor information.
- 9. Original girl and adult registrations must accompany payment.
- 10. Leader keeps back copy and submits original to the Council.

### Important Reminders

- ✓ Check with your Service Unit Manager or Membership Specialist to see if you have a Service Unit Registrar. Otherwise, submit your completed registrations to either the Jacksonville Service Center, the Gainesville Service Center or to your Membership Specialist.
- ✓ The Leader’s (01) registration **MUST** be included with the first registration for the troop/group.
- ✓ Make all checks or money orders payable to Girl Scouts of Gateway Council.
- ✓ All registrations must be attached to a Membership Dues Summary.
- ✓ **NEW!!!!** Please indicate on the membership form in the space to the right (green on a girl form and blue on an adult form) if **Financial Assistance** is requested for the \$12 Girl Scouts of the USA membership.

# ZIP Girl Scouting



*No time for troop meetings?*

*No troop in your area?*

*ZIP Girl Scouting could be the answer!*

Girls register as individual ZIP Girl Scouts (\$12.00) and pay a ZIP fee (\$20.00) for a total of \$32.00. Mentors register as adult Girl Scouts (\$12.00.)

A ZIP Girl Scout works with a mentor – a parent or adult friend – who helps her plan a course of action. Mentors register as adult Girl Scouts but do not pay a ZIP fee. ZIP Mentor training is available several times during the year.

The ZIP Messenger is the newsletter which contains suggestions for try-its, badges, service projects, and council events. The newsletter is mailed quarterly.

Each girl plans with her mentor, choosing what interests her and working at her own pace. Try-its and badges are sent by mail after completion of requirements.

ZIP Girl Scouts may participate in council sponsored activities and in summer camp activities. Financial assistance is available.

To register as a ZIP Girl Scout, complete the ZIP registration form and send it to the council office with the appropriate fees. For additional information, contact Carrie Kashawlic, Director of Girl Leadership & Service at the Clay County Service Center, (904) 291 0648 x103 or 1-866-218-0995.

## **THE GIRL SCOUT ADVANTAGE**

- Leadership Opportunities
- Service Opportunities
- Largest Financial Literacy Program in the Country—Girl Scout Cookie Program!
- Be one of the first to take advantage of 97 years of program development through the **NEW Girl Scout Program Model:**
  - **DISCOVER**—yourself, interests & new skills!
  - **CONNECT**—with other girls, adults & the community locally & globally!
  - **TAKE ACTION**—leadership & service at every level!



## ZIP GIRL SCOUT REGISTRATION FORM

**New Registration**

**Returning Registration**

MEMBER'S NAME AND ADDRESS					Membership Fee \$12 + ZIP Dues \$20 = Total \$32				
First Name:			Middle:		Last:				
Street Address:			Apt. #	City:			St:	Zip:	
Grade:	School:		<input type="checkbox"/> Girl <input type="checkbox"/> Adult	E-mail:			Birth Date:		
Phone:									
PARENT INFORMATION									
Mother's or Guardian's Name:				Employer:				Occupation:	
Address (if different):						Hm Phone:		Wk Phone:	
Father's or Guardian's Name:				Employer:				Occupation:	
Address (if different):						Hm Phone:		Wk Phone:	
Child is in the care of: <input type="checkbox"/> both parents <input type="checkbox"/> mother only <input type="checkbox"/> father only <input type="checkbox"/> other _____									
EMERGENCY CONTACT									
Name:				Phone #:			Relationship to member:		
YOUR CONSENT									
Our daughter has permission to be a Girl Scout.									
Parent/Guardian Signature						Date			

The registrant's racial background is (please check as many as apply)  American Indian or Alaskan Native     Asian  
 Black or African American     Hawaiian or Pacific Islander     White     Other (specify \_\_\_\_\_)

The registrant's ethnic background is (please check one)  Hispanic or Latina     Non Hispanic or Latina

**The Girl Scout membership year is from October through September. Financial Assistance is available.**

### ZIP Mentor

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone #: \_\_\_\_\_

**Mail this form with appropriate fees to:**

Girl Scouts of Gateway Council, Inc.  
 Program Secretary/ZIP Registration  
 1000 Shearer Street  
 Jacksonville, FL 32205

For Office Use Only

Date Received: \_\_\_\_\_  
 G.S. Service Unit: \_\_\_\_\_  
 Area Coordinator: \_\_\_\_\_





Girl Scouts.

# ZIP GIRL SCOUT REGISTRATION FORM - MENTOR

New Registration

Returning Registration

<b>MENTOR'S NAME AND ADDRESS:</b>					Membership registration = \$12.00				
First Name:			Middle:			Last:			
Street Address:			Apt. #	City:			St:	Zip:	
Occupation:			Phone:						
Employer:				Work Phone:					
E-mail:									
<b>I AM THE MENTOR FOR:</b>									
Girl's Name:									
Address (if different):					Phone:				
Girl's Name:									
Address (if different):					Phone:				

The registrant's racial background is (please check as many as apply)  American Indian or Alaskan Native  Asian  Black or African American  Hawaiian or Pacific Islander  White  Other (specify \_\_\_\_\_)

The registrant's ethnic background is (please check one)  Hispanic or Latina  Non Hispanic or Latina

The Girl Scout membership year is from October 1<sup>st</sup> through September 30<sup>th</sup>. Financial Assistance is available.

- Enclosed is my payment for GSUSA membership dues (\$12.00).
- I am registered with Troop # \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

If you have not taken ZIP Mentor Training already, please check the Adult Training Booklet for the next available course or online at [www.girlscouts-gatway.org](http://www.girlscouts-gatway.org). Training offers great resources and anticipates questions you may have as you mentor your ZIP Girl Scout!

Mail this form to:  
Girl Scouts of Gateway Council, Inc.  
Program Secretary/ZIP Registration  
1000 Shearer St  
Jacksonville, Florida 32205

<u>For Office Use Only</u>	
Date Received:	_____
G.S. Service Unit:	_____
Area Coordinator:	_____

