



Welcome to Girl Scout Leadership A Resource for New Leaders

As a new leader, your first step is to set up a Meet and Greet with members of your Service Team or your Membership and Community Development Specialist. They will provide you with the information on this form. If you do not know who to contact in your Service Unit, please contact your Membership and Community Development Specialist, located at the Girl Scouts of Central Maryland office.

Council Name: Girl Scouts of Central Maryland
Council Code: 218
Council Website: www.gscm.org
Council Phone: 410.358.9711 or 800.492.2521

Service Unit #: _____ Troop Number: _____

Service Unit Manager:

Name: _____
Phone: _____
E-mail: _____

Troop Coordinator

Name: _____
Phone: _____
E-mail: _____

Service Unit Registrar

Name: _____
Phone: _____
E-mail: _____

Service Unit Cookie Manager

Name: _____
Phone: _____
E-mail: _____

Service Unit SHARE Coordinator

Name: _____
Phone: _____
E-mail: _____

Service Unit Meetings are Held

Day/Time: _____
Location: _____

Membership and Community Development Specialist

Name: _____
Phone: _____
E-mail: _____

Meet and Greet Outline

- Overview of Who We Are
- Volunteering with GSCM
- Girl Scout Program
- Safety
- Volunteer Learning Opportunities
- Basic Troop Information
- Managing Group Finances
- Next Steps

If you have not done so:

- Please complete GSUSA's Online Volunteer Orientation (available in English and Spanish). This orientation is designed to introduce new volunteers to Girl Scouting and the many rewarding opportunities that Girl Scouting offers girls and adults. Please access the online Volunteer Orientation site at <http://training.girlscouts.org/> When you log on, please type in the assigned password: **discover** or **descubrir** if you need the Spanish translation.
- Please share your completed Learning Log with your manager. If you are volunteering as a troop leader, this may be a member of the Service Team or your Membership and Community Development Specialist



New Leader Check List

Please use this check list at your Meet and Greet

Question	Check	Notes and Follow-up
Have you turned in your completed Volunteer Application?		
Have you completed GSUSA's online Orientation?		
Have you registered for Leadership Essentials and Grade Level Training? Do you know how to register for trainings?		
Do you know who your Membership and Community Development Specialist is and how to contact her?		
Do you know who your Service Unit Manager is? Have you completed a "Meet and Greet" with the Service Unit Manager or her appointee?		
Do you know when and where the Service Unit meetings are held? Are you aware of the reporting structure for your service unit?		
Do you know who to contact about the Cookie Program?		
Do you know how to obtain a meeting site for your troop? Do you need help in obtaining one?		
Do you have a parent meeting scheduled? Do you know what to include in your parent meeting?		
Do you know how to register your troop?		
Do you know how to open a bank account for your troop?		
Do you know where the \$12 registration fee goes so you can explain it to the parents of girls in your troop?		
Do you know that we offer registration grants for girls and adults so everyone can have the same access to the Girl Scout program?		
Are you familiar with SHARE and how to promote in your troop?		
Are you familiar with the GSUSA resources- the Journeys and grade level books – you will need for your troop?		
Do you have a Girl Scouts of Central Maryland tax exempt card? Do you know when to use it?		
Do you know where the council office is located? Do you know the hours of the Girl Scout store or how to find them?		

girl scouts



Question	Check	Notes and Follow-up
Are you familiar with the websites for GSUSA and Girl Scouts of Central Maryland?		
Do you know what is available to you at the Volunteer Resource Center?		
Do you know about GS411, program options, council activities and how to use any of our camp properties?		
Do you have any questions about trips and the trip application process?		
Do you know where to find the money earning activity policies?		
Do you have a clear understanding of your responsibilities as a Girl Scout Volunteer?		

Additional questions:	Notes and Follow-up

Thank you for volunteering for Girl Scouts of Central Maryland!