

Adult Recognitions Organizer

Summary: The Adult Recognitions Organizer works with the Community Organizer or Membership Specialist to ensure volunteers within the service area are properly recognized in accordance with the GSCI adult recognitions program for the council.

Reports To: Community Organizer, Membership Specialist, and Volunteer Development Specialist

Responsibilities:

- Work with the Community Organizer and/or Membership Specialist to recognize volunteers whose performance in working with girls is so outstanding that it merits recognition.
- Ensure that information regarding adult recognitions, nominating procedures, applications, and criteria are available to the volunteers and those in the community.
- Provide updated recognition paperwork to those who will complete the process as a nominator and endorsers of the recognized volunteers.
- Ensure that all paperwork is completed as needed and given to the Volunteer Development Specialist in the required timeframe.
- Attend Service Area and council sponsored meetings as requested.

Position Competencies:

- 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 of Central Illinois and Girl Scouts of the USA (GSUSA).
- Be able to give the necessary amount of time, energy, and interest required by the position.
- Be dependable, flexible, and patient.
- Demonstrate knowledge of the Girl Scout program and belief in girl/adult partnerships.
- Must become a registered member of GSUSA and successfully complete the volunteer application process.

Core Competencies:

1. **Girl Focus:** Takes humanistic approach to working with girls and adults and sets realistic goals in order to achieve the outcomes of the Girl Scout Leadership Experience.
2. **Adaptability:** Adjusts own behavior and remains flexible and tolerant in response to changing situations and environments, unexpected obstacles, or diverse people expressing different perspectives, needs, or demands.
3. **Fostering Diversity:** Understands that individuals bring different experiences to Girl Scouting and embraces those differences.
4. **Oral Communication:** Uses public speaking skills to deliver clear, organized, and vibrant presentations or information to the individual or group.
5. **Personal Integrity:** Maintains confidentiality and makes ethical decisions that include responsibility to self, community, and society.

I have read and agree to follow the above position description and I realize that my failure to do so could result in my release from this volunteer position. This agreement is in effect beginning the _____ Girl Scout year.

Volunteer Signature

Date

GSCI staff

Date

Department: Volunteer Development	Approved by: Director of Membership Services
To Be Reviewed: June	Last Reviewed: June 2011
Last Revised: June 2011	Revision Number: 1