



Girl Scouts – Illinois Crossroads Council

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www.ilcrossroads.org

Responsibilities of a Girl Scout Leader/Co-Leader

1. **Be a role model and mentor for other Girl Scouts and adult volunteers in your troop/group.**
2. Become a registered Girl Scout member. Make sure that all girls and other adult volunteers in your troop or group are registered.
3. Participate in Girl Scout leader training sessions as required by Girl Scouts - Illinois Crossroads Council and Girl Scouts of the USA.
This will ensure that you will:
 - Be able to locate the Girl Scout policies and procedures as states in the *Leader's Digest* and the *Leaders Blue Book of Basic Documents*, as well as in Girl Scouts – Illinois Crossroads Council's *Panorama* (policies and procedures).
 - Be able to refer to the health and safety guidelines and the Girl Scout Program Standards covered in *Safety-Wise*.
 - Be able to identify the basic developmental characteristics and needs of the age level of the girls in your troop/group.
 - Create an inclusive and pluralistic environment in your troop/group.
4. Help Girl Scouts take responsibility for the affairs of the troop/group and implement girl/adult planning.
5. Attend VISTA meetings each month or have an adult volunteer present to represent your troop/group.
6. Establish troop/group meetings on an agreed-upon and regular basis.
7. Encourage and coordinate the participation of others (for example, parents/guardians, girls' relatives, local experts) who can enrich the Girl Scout experience for your troop/group by sharing their skills and knowledge.
8. Manage troop/group requirements, including record keeping and time, activity, and finance management.
9. Communicate with parents on a regular basis through the use of phone trees, postcards/fliers from the girls, and parent/guardian meetings.
Troop/group Web sites can be utilized as long as *Safety-Wise* guidelines are followed (Chapter 11, *Other Activities/Computers*).
10. Encourage and help girls and volunteers to use the Girl Scout Program resources and activities available to girls and leaders, especially those for the particular age level with which you work.