

Adult Recognition Specialist (ARS)

Volunteer Position Description



Position Summary: Girl Scout service unit team position that promotes adult education and GSNETX volunteer recognition program. This position encourages adult training and helps to coordinate award nominations and educate volunteers in the GSNETX recognition process.

Position supported by: Staff Support: *Volunteer Process Specialist and Volunteer Coordinator*
Volunteer Support: *Adult Recognition Liaison and Adult Recognitions Coordinator*

Responsibilities:

- Become knowledgeable and identify current GSNETX resources and materials which list adult education opportunities.
- Promote adult education to volunteers at leader meetings as well as other appropriate channels.
- Encourage new leaders to attend “new leader” education courses.
- Encourage nominations of adult recognition awards by educating volunteers and parents and assisting them in the process.
- Work with Service Unit Manger to nominate appropriate SU Team members.
- Assist and encourage Day/Twilight Camp administrative team nominations as needed.
- Encourage the use of the Just Say Thanks appreciation letter.
- Promote the Presidential Volunteer Service Award.
- Read and approve a series of leader and one-geographic location nominations.
- Work with GS Service Unit Team to plan and carry out a GS Service Unit recognition event annually.

Position Commitments:

- Review and distribute training and/or award information provided by GSNETX Volunteer Process Specialist to parents and volunteers of the service unit.
- Commit to sending out monthly communication’s to leaders in service unit.
- Attend Adult Recognition Liaison Task meeting to approve/deny awards.
- Complete TR601 SU Team Overview and TR608 SU Team Adult Recognition Specialist training.
- Continually monitor reports from GS News Shutterfly site.
- One year commitment to carry out the position and support the service unit team.
- Respect and maintain the confidentiality of all privileged information related to adult members, volunteers and staff to which you may be exposed while serving as a Volunteer.
- To adhere to the Girl Scout Promise and Law while serving in this position.

Girl Scout Promise:

On my honor, I will try,
to serve God and my country,
to help people at all times,
and to live by the Girl Scout Law.

Girl Scout Law: I will do my best to be
honest and fair,
friendly and helpful,
considerate and caring,
courageous and strong,
responsible for what I say and do,

and to,
respect myself and others,
respect authority,
use resources wisely,
make the world a better place,
and be a sister to every Girl Scout.