



## **Girl Scouts of Central Texas Volunteer Awards Committee Member**

**Position Summary:** This position is responsible for reviewing and approving Girl Scouts of Central Texas (GSCTX) and Girl Scouts of the USA (GSUSA) award nominations in collaboration with the other Volunteer Awards Committee members and the GSCTX Volunteer Strategy Department.

**Accountability:** Appointed by and accountable to the appropriate GSCTX staff members for a one-year term.

### **Responsibilities:**

- Reviews council and national award nominations and provides weekly input either via email or by attending the virtual committee meetings every Wednesday from 6:30 to 8:00 p.m. in April and May.
- Attends the mandatory first virtual committee meeting and orientation on the second Wednesday of April from 6:30 to 8:00 p.m.
- Provides feedback to improve volunteer recognition guidelines and processes.

### **Position Commitments:**

- Ensures strict confidentiality and professionalism when handling sensitive member information. Documents should not be saved to personal devices or printed unless necessary and should be deleted or shredded as soon as it is no longer needed.
- Maintains current knowledge of service unit, council and national awards.
- Ensures compliance with GSUSA and GSCTX policies and procedures.
- Ability to effectively interact, work, and collaborate with people of various cultural backgrounds and promote an environment of inclusivity.
- Be a registered adult member of GSUSA, have a current eligible criminal background check and Youth Protection Training on file at GSCTX, and be in good standing with GSCTX.

### **Preferred Qualifications:**

- At least two years of troop, service unit, and/or council volunteer experience or equivalent, preferably in a leadership position.
- Previously received service unit, council, and/or national awards and/or serves/served as the service unit volunteer recognitions coordinator.

### **Top Skills You Will Gain From This Position:**

1. Teamwork and collaboration
2. Problem-solving
3. Creative thinking
4. Communication and improved interpersonal skills