

Co-Leader Handbook

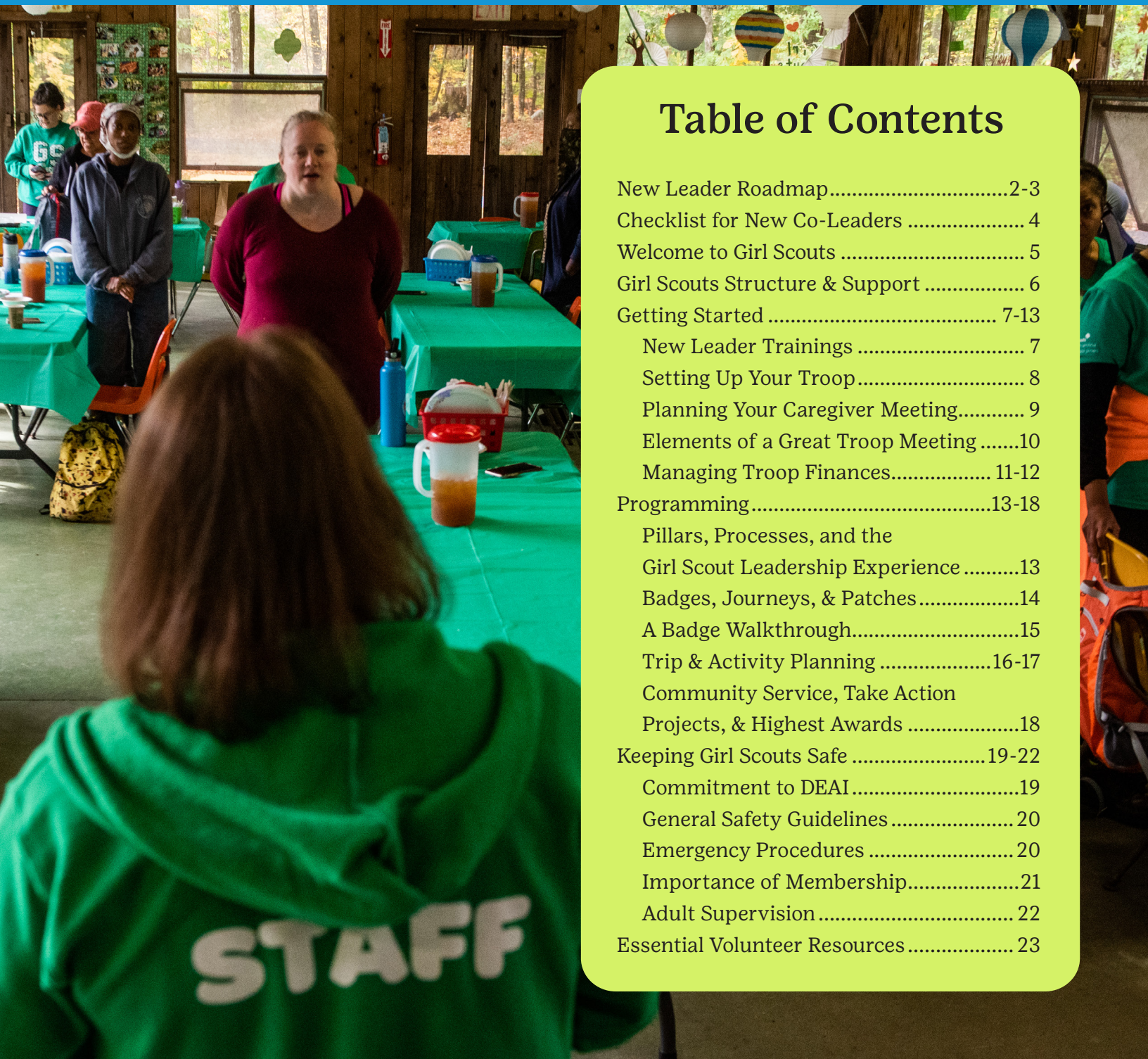


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New Leader Roadmap

Your path to getting the most out of your first year as a Girl Scouts of Greater New York (GSGNY) troop leader!

Your **First Year Experience Specialist** will be your guide. They'll be there every step of the way during the onboarding process and will introduce you to your Volunteer Experience Specialist!

STEP 1: Register

- Purchase a membership and create a troop.
- Complete a background check.

STEP 2: Start Training

- Sign up for Leader's Guide to Success
Complete the gsLearn Essential Trainings Checklist (located on the reverse side of this page)

Step 3: Plan Your Meetings

- Set your meeting location, time, frequency
- Register your co-leader (troops must be led by two unrelated adults)
- Register youth Girl Scout members
- Create your Year Plan in the Volunteer Toolkit (VTK)
- Set up your troop bank account

Step 7: Get the most out of Girl Scouting!

- Attend a Service Unit meeting
- Sign up for council programs and events
- Visit Camp Kaufmann

Step 6: Continue Training

- Explore gsLearn courses relevant to your troop
- Complete trainings that will allow you to take Girl Scouts on camping and overnight trips, CPR and First Aid certification, and other skill trainings held by experienced Girl Scouts staff and volunteers.

Step 5: Connect with Other Volunteers

- Join BAND - a social media platform utilized by GSGNY troop leaders
- Go to a Service Unit Meeting

Step 4: Hold a Caregiver Meeting

- Set expectations
- Collect dues
- Connect adult volunteers with troop roles

gsLearn Essential Training Checklist

General Essentials

- GSUSA Managing My Troops from My Account
- GSUSA Successful Leader Learning Series

Grade Level Essentials

- GSUSA Brownie Grade Level Essentials
- GSUSA Daisy Grade Level Essentials
- GSUSA Junior Grade Level Essentials

Troop Administration

- GSUSA Volunteer Toolkit Troop Leader View
- GSUSA Volunteer Toolkit Troop Finance View
- GSUSA Brand Ambassador 101 for Volunteers

Delivering the Girl Scout Leadership Experience (GSLE)

- GSUSA Girl Scouts in the Outdoors
- GSUSA Delivering Inclusive Program

FAQ's

Where and when do we meet?

Girl Scouting is super flexible. Co-leaders choose the location, time, and frequency of their troop meetings. You can also have a blended experience – sometimes virtual, sometimes in-person.

How much time will I need to give my troop?

Co-leaders typically spend between 4-8 hours a month planning activities and meeting with their troop, plus 1-2 hours at Service Unit meetings and events.

Do I need to plan everything myself?

No, Girl Scouts provides you with a variety of resources to support the planning process. The Volunteer Tool Kit (VTK) is an online platform that allows you to select and plan level-specific troop activities such as badge earning. You will also receive our email newsletter, The Leader's Tribune, every other week, which will keep you informed about program and training opportunities. Finally, your local Service Unit meetings are the best place to learn what's going on and meet other volunteers with a wealth of Girl Scout knowledge!

What is MyGS?

MyGS is our online member platform. Through MyGS, you can assign troop and volunteer roles, sign up for events, renew your membership, manage communication preferences, update account information, access the VTK, complete gsLearn courses, contact our council, and more.

How much does it cost to volunteer?

All volunteers must purchase an annual Girl Scout membership for \$25 a year and cover their own transportation costs, as well as any other personal volunteering costs (such as Girl Scout apparel). Financial aid is available for membership fees.

Troop dues and Girl Scout Cookie sales can help cover the costs of troop supplies such as badges or craft materials, as well as any leader training that directly benefits the troop (such as CPR/First Aid certification). Most trainings are offered free of charge by Girl Scouts of Greater New York.

Don't see your question here?

Our Customer Experience team is available to help. Call us at (212) 645-4000, Monday–Friday, 8:30am–5:30pm, or email us any time at customercare@girlscoutsnyc.org.

Checklist for New Troop Leaders



Registration & Training

- Register as a Girl Scout co-leader.
- Complete your background check.
- Register for and attend the Leader's Guide to Success training.
- Complete the assigned self-guided trainings in gsLearn.
 - Managing My Troops from My Account
 - Successful Leader Learning Series

Setting Up Your Troop

- Identify your co-leaders and share their contact information with the First Year Experience team.
- Secure a meeting location that meets GSGNY guidelines.
- Request a bank letter and open your troop's bank account.
- Update your troop record in MyGS with your meeting place, day, time, etc.
- Explore the Volunteer Toolkit (VTK) and use it to plan out your year.
- Meet with co-leader(s) to plan your parent/caregiver meeting.
- Hold your parent/caregiver meeting.
- Plan and hold your first troop meeting with your new Girl Scout troop!

Connecting with the Girl Scout Community

- Join [GSGNY Leaders on BAND](#).
- Connect with your Volunteer Experience Specialist.
- Attend a Service Unit meeting.



Welcome to Girl Scouts!

Our Vision: A New York City in which every girl feels empowered to lead in her community, workplace, and the world.

Our Mission: Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

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:

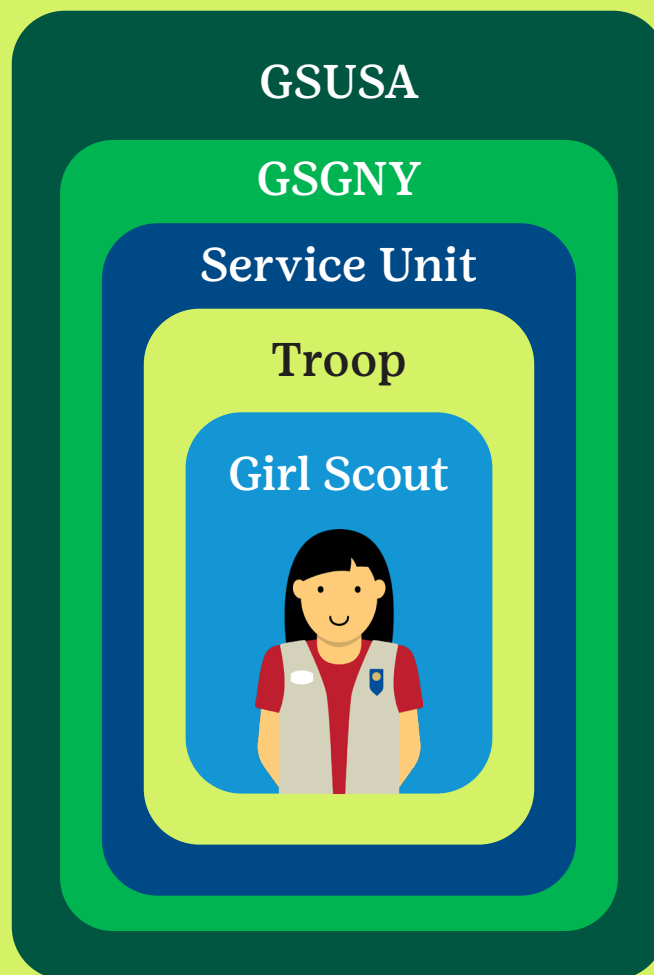
I will do my best to be
honest and fair,
friendly and helpful,
considerate and caring,
courageous and strong, and
responsible for what I say and do,
and to
respect myself and others,
respect authority,
use resources wisely,
make the world a better place, and
be a sister to every Girl Scout.

**Members may substitute for the word God in accordance with their own spiritual beliefs.*



Girl Scout Structure & Support

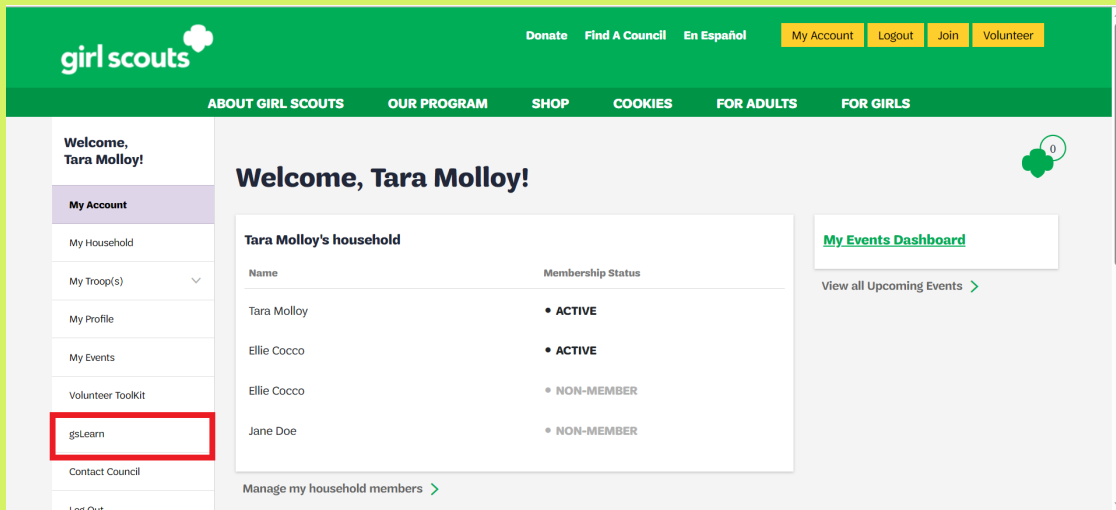
- **Girl Scouts of the USA (GSUSA)** A national organization supporting the work of 110 councils across the U.S. for more than 100 years.
- **Girl Scouts of Greater New York** Independent 501(c)3 nonprofit chartered by GSUSA operating under the direction of a local board of directors and overseeing all service units and troops within a given geographic area.
- **Service Units** Comprised of volunteers who support the work of troop volunteers within a given territory.
- **Troops** Volunteer-supervised groups of girls who participate in the Girl Scout Leadership Experience.



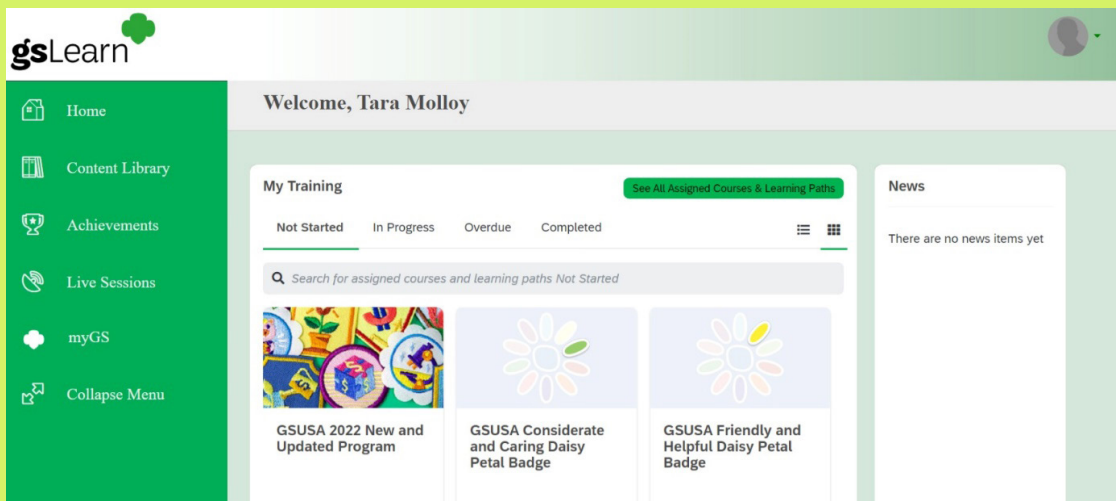
Getting Started

New Leader Trainings: A Quick Guide to gsLearn

We want you to feel as prepared as possible for your role as co-leader, which is why we offer **gsLearn**, an online platform that offers on-demand trainings. gsLearn can be accessed on the left panel of your MyGS account:



Your gsLearn dashboard will look like this:



Click “See All Assigned Courses & Learning Paths” or search for your desired course by name. **Managing My Troops from My Account** and the **Successful Leader Learning Series** are particularly helpful and should be completed within one month of becoming a co-leader.

Getting Started

Setting Up Your Troop

There are a few factors to consider as you begin setting up your troop, like who will be volunteering with you and where you'll be meeting. If you need support, please connect with your Volunteer Experience Specialist.

Remember—you can update most information about your troop from your account! Refer to **Managing My Troops from My Account** in gsLearn for a demo.

- **Co-Leaders:** Do you have co-leaders in mind? Be sure they register and complete their background checks and trainings so that your troop can get started as soon as possible. For any questions about volunteer registration, please reach out to the First Year Experience team!
- **Grade level:** Are you opening a grade-specific troop, or will it be a multi-level troop? Use the Volunteer Toolkit to explore badges and meeting plans by grade level.
- **Meeting location:** Will your troop meetings be held virtually, in-person, or a blend of both? If meeting in-person, be sure to choose a location that meets [GSGNY safety guidelines](#). If you plan to meet in your home, please contact your Volunteer Experience Specialist to set up a virtual home inspection.
- **Number of Girl Scouts.** Consider the number of Girl Scouts you will have in your troop, and whether you will be open to accepting other Girl Scouts from the community. Be sure to consider how many volunteers you'll have.
 - The adult-to-girl ratio for Troop Meetings means a minimum of two registered, approved, adult volunteers who are unrelated, including one female, must be present at troop meetings for up to this number of girls:
 - 12 Girl Scout Daisies
 - 20 Girl Scout Brownies
 - 25 Girl Scout Juniors
 - 25 Girl Scout Cadettes
 - 30 Girl Scout Seniors
 - 30 Girl Scout Ambassadors



Getting Started

Planning Your Caregiver Meeting

The first meeting you and your co-leaders will plan is the parent/caregiver meeting. While Girl Scouts learn the Promise and Law and play games to get to know each other, parents have the opportunity to meet each other and discuss shared goals for the year. As a co-leader, you can use this time to manage expectations about the year ahead and Here are some tips to keep in mind as your plan your caregiver meeting:

- **Cover the basics.** Review the details about when and where the meeting will take place and make sure families are aware.
- **Get ready.** Use the Volunteer Toolkit to verify your troop roster and email parents. This might be a great time to ask parents to provide you with any needed items, such as health history forms, uniform order forms, and troop dues.
- **Know the agenda.** Refer to our “Six Elements of a Troop Meeting” list and the Volunteer Toolkit sample meeting agenda.
- **Review and practice your agenda.** You’ll feel calmer during the actual meeting and ready to adjust as needed.
- **Prepare for fun!** When the girls and families see that you’re prepared and ready to have a great time, they’ll follow your lead!



Getting Started

Six Elements of a Great Troop Meeting

- **Ramp Up.** Plan activities for Girl Scouts on arrival to the meeting so they have something to do until the meeting begins. (5 minutes)
- **Opening.** Each troop decides how to open its meetings—most begin with the Girl Scout Promise and Law. (5-10 minutes)
- **Troop business.** Collect dues, make announcements, or plan an upcoming event or trip while families are present. (5 minutes)
- **Let the fun begin!** Use the meeting plans found in the Volunteer Toolkit for inspiration! Activities are designed to fit easily into this portion of your meeting (30-45 minutes)
- **Clean up.** Because Girl Scouts should always leave a place cleaner than they found it! (5 minutes)
- **Closing.** As with the opening, each troop can decide how to close their meetings. (5-10 minutes)

For more tips on how to run engaging troop meetings, refer to **GSUSA Troop Meetings 101** and **GSUSA Grade Level Essentials in gsLearn**.



Managing Troop Finances

All Girl Scout troops are required to have a troop bank account. If you're starting a new troop, you will need to open a new account. Here are the steps:

1. Complete the Bank Letter Request form.
2. Once your request has been processed, you will receive your bank letter and additional paperwork to bring to the bank.
3. Head to the bank and open your account! **Your troop number should be included in your troop bank account (i.e., Girl Scout Troop #1234), and all banking correspondence should be forwarded to the address of one of the at least two registered and background-cleared signatories on the account.** Please note these members must be non-related and reside at separate addresses.
4. Once you've opened your troop account, submit the completed ACH Debit Authorization and a voided check to cookieach@girlscoutsnyc.org.

Here are some other tips on banking and managing troop finances:

- Be sure to find a bank with free checking and low fees.
 - Ensure your account has the capability to complete ACH transfers and comes with a debit card that you can use during trips and activities.
 - The use of digital wallet apps (Venmo, Zelle, etc.) is permitted through your authorized Girl Scout bank account. All digital wallet activity should be able to be tracked through a bank statement.
 - During the Cookie Program, however, Girl Scouts should only take payment for cookies through the Digital Cookie App.
 - You will be required to submit an Annual Troop Finance Report (ATFR) by June 30th, so be sure to stay organized and save itemized receipts.
 - Sign in to the Volunteer Toolkit to easily manage your troop finances online and submit your ATFR.
5. If your troop would like to participate in a money-earning activity outside of the Cookie Program, please fill out the Troop Money-Earning Activity Application.
- Troops may accept donations of up to \$249; anything over this amount must be processed through the Advancement Department.
 - If your troop disbands, be sure to complete an ATFR and close your bank account to avoid accruing fees.

Misappropriation of Funds

Misappropriation of Girl Scout funds is strictly prohibited and will result in immediate dismissal. It can lead to prosecution or collections.

Examples of misappropriation of Girl Scout funds include, but are not limited to:

- Using funds for personal use or non-Girl Scout-related purposes
- Spending funds without group approval or in such a way that does not benefit the whole group
- Co-mingling Girl Scout funds with personal funds
- Self-reimbursement
- Theft/embezzlement

GSGNY reserves the right to immediately suspend a volunteer if GSGNY has reason to suspect misappropriation of Girl Scout funds. Evidence of misappropriation will result in immediate removal of the volunteer responsible. Removal is final and binding; a removed volunteer is not eligible for re-appointment.

Once the volunteer responsible is removed from their volunteer role, they must remove their name and authorization as a signer from all Girl Scout bank accounts within 10 business days. *This generally involves both account signers going to the bank together.*

The individual is required to pay back misappropriated funds in full to GSGNY within 10 business days.

Actions, decisions, and records relating to misuse of funds and steps taken are confidential. Information pertaining to a case will be reviewed only by relevant GSGNY staff.



Programming

Pillars, Processes, and the Girl Scout Leadership Experience

These four pillars make up the foundation of what we do in Girl Scouts:

1. **STEM:** Computer science, engineering, robotics, outdoor STEM, and more.
2. **Outdoors:** Adventure and skill building from the backyard to the backcountry, including camping experiences for all ages.
3. **Life Skills:** Civic engagements, healthy living, global citizenship, communication skills, and more.
4. **Entrepreneurship:** The Girl Scout Cookie Program—the largest girl-led entrepreneurial program in the world—teaches goal setting, decision making, money management, and business ethics.

These three processes are how we put our programming into action:

- **Girl Led.** Girl Scouts actively participate in creating their experience by making choices and knowing their voice matters. For more information on this topic, please refer to the [Girl-Led Progression Guide](#).
- **Learning by Doing.** Engage the topic with active participation and hands-on activities. Concepts are reinforced through reflection.
- **Cooperative Learning.** Learn to share knowledge and skills in an atmosphere of respect and cooperation while working toward a goal.



Programming

Badges, Journeys, and Fun Patches

As a co-leader, you will lead activities that introduce Girl Scouts to themes across 4 pillars: Life Skills, STEM, Outdoors, and Entrepreneurship. **Badges** are awards that Girl Scouts earn by completing skill-building activities. It typically takes 2-4 hours to complete most badge steps, and once earned, badges go on the front of the Girl Scout uniform.



Through **Journeys**, Girl Scouts identify a problem they want to explore, brainstorm a creative solution that will make a difference, then create and implement a plan to put their solution into action. Journeys are worn on the front of the Girl Scout uniform.



Patches, or “fun patches,” are just that—for fun! Some patches have a curriculum; some are given out for special days or events. Think of them as a scrapbook of experiences! Patches go on the back of the Girl Scout uniform.



A Badge Walkthrough

- To earn a badge, Girl Scouts follow 5 core steps that typically build progressively. In the VTK, you'll find a resource guide to accompany each badge, with activity options for each step.
- As you think about which activities you want to choose to fulfill the requirements, speak with your Girl Scouts and choose activities that suit their ability, level, and interests. Be sure to keep the process Girl Scout-led and modify the steps as needed.
- If you're thinking through an activity and it doesn't seem feasible, choose something else! Remember, you have the flexibility to adapt activities while maintaining the integrity of the badge.

Simple Meals Badge

When you've earned this badge, you'll know how to serve up a meal for your family and friends.

1. Step up your skills with a pro.
2. Whip up a great breakfast.
3. Fix a healthy lunch or dinner.
4. Create a delicious dessert.
5. Make your own meal.



Eco Camper Badge

When you've earned this badge, you'll have learned skills for minimal impact camping and know how to protect the environment when you go outdoors.

1. Learn the Leave No Trace principle.
2. Plan meals or snacks with the environment in mind.
3. Prepare minimal impact campsite.
4. Have fun with Leave No Trace.
5. Take a conservation hike.

Trip & Activity Planning

Where can we go?

Most trips taken by Girl Scout troops are short, one-day trips within the five boroughs. Some troops opt to venture outside New York City, going on overnight trips or to Camp Kaufmann. For trips longer than three nights or international travel, council approval is required.

What additional training do I need before taking a trip with my troop?

One Day Trip within NYC	Overnight/Daytrips outside of NYC	Two or more nights
<ul style="list-style-type: none"> <input type="checkbox"/> GSGNY Leader's Guide to Success <input type="checkbox"/> GSUSA Foundations 1-4 <input type="checkbox"/> Safety Activity Checkpoints 	<ul style="list-style-type: none"> <input type="checkbox"/> GSGNY Leader's Guide to Success <input type="checkbox"/> GSUSA Foundations 1-4 <input type="checkbox"/> Safety Activity Checkpoints <input type="checkbox"/> First Aid/CPR/AED <input type="checkbox"/> Overnight Adventures: Sleep Out <input type="checkbox"/> Overnight Adventures: Camp Out (if camping, and starting a fire) 	<ul style="list-style-type: none"> <input type="checkbox"/> GSGNY Leader's Guide to Success <input type="checkbox"/> GSUSA Foundations 1-4 <input type="checkbox"/> Safety Activity Checkpoints <input type="checkbox"/> First Aid/CPR/AED <input type="checkbox"/> Overnight Adventures: Sleep Out <input type="checkbox"/> Overnight Adventures: Camp Out (if camping, and starting a fire)

Who do I need to notify?

One Day Trip within NYC	Overnight/Daytrips outside of NYC	Two or more nights
<ul style="list-style-type: none"> <input type="checkbox"/> Girl Scout parents/caregivers; use the Caregiver Permission for Troop Trip/Activity form. <input type="checkbox"/> No trip application needed unless it's a high-risk activity* or additional insurance needs to be purchased. <p><i>*Check Safety Activity Checkpoints for list of activities requiring prior council approval.</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Girl Scout's parents/caregivers; use the Caregiver Permission for Troop Trip/Activity form. <input type="checkbox"/> Girl Scouts of Greater New York; submit a Troop Trip and Insurance Application. 	<ul style="list-style-type: none"> <input type="checkbox"/> Girl Scout's parents/caregivers; use the Caregiver Permission for Troop Trip/Activity form. <input type="checkbox"/> Girl Scouts of Greater New York; submit a Troop Trip and Insurance Application.

Trip & Activity Planning

Safety Activity Checkpoints

Whether your troop is visiting the local science museum, Camp Kaufmann, or Savannah, GA (the birthplace of Girl Scouts!), you will need to review the Safety Activity Checkpoints. Here are some tips:

- Read the introduction, which covers important safety information that applies to all activities. This includes guidelines for communication with both council and caregivers.
- Review the activities that are not permitted with Girl Scouts.
- Read through the sections written specifically for the activities you plan to do with your troop. If you do not find an activity in the SAC or have questions about what's allowed, please contact your Volunteer Experience Specialist.
- After you've reviewed the Safety Activity Checkpoints, be sure to share them with Troop Support Volunteers, caregivers, and Girl Scout youth.



Advocacy, Community Service, & Take Action Projects

Advocacy: Girl Scouts of Greater New York is committed to being a voice for issues that are important to girls in our communities. In partnership with Girl Scouts of the USA (GSUSA), we engage with local leaders to build support for the Girl Scout Movement, promote girl leadership opportunities, and help all girls build the skills and confidence to advocate on behalf of themselves and others.

Community service projects make the world a better place, right now. Whether your girls engage in a short-term community service project, like collecting toys for kids who live in shelters, or a long-term or recurring project, like weekly volunteer shifts at a soup kitchen, their work fills an immediate need in the community.

Take Action Projects—also called service learning—take community service to the next level. Though the girls still identify areas in which they'd like to help their communities, a Take Action project addresses the root of an issue and creates a lasting effect.

Highest Awards

Each year, more than 50,000 Girl Scouts earn the Gold, Silver, or Bronze Award, investing more than one million hours into making the world a better place. The Highest Awards are a progression of projects and journeys that build tangible, real-world skills that give Girl Scouts an edge personally and professionally.

- Juniors can team up with other Girl Scouts to make a difference in their neighborhood to earn the Bronze Award.
- Cadettes can research an issue, create a plan to address it, and take action to improve their community to earn the Silver Award.
- Seniors and Ambassadors partner with local leaders to solve problems in their communities and beyond, discovering their power to effect measurable, lasting change by earning their Gold Award, the most prestigious award in Girl Scouting.



Keeping Girl Scouts Safe

The safety and well-being of our Girl Scouts is our highest priority. As a volunteer, it is imperative to know and understand GSGNY's safety policies and procedures.

Commitment to Diversity, Equity, Inclusion, Accessibility, and Anti-Racism

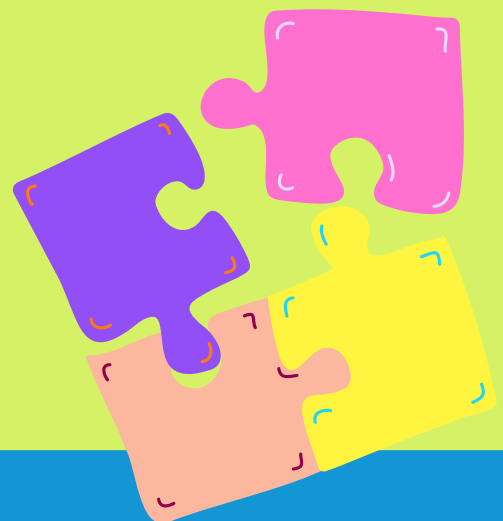
Girl Scouts of Greater New York is committed to offering a safe and inclusive space for all young people and their families. We want all Girl Scouts to feel welcome participating in our programs. What does this mean in practice?

DEIAA in Action

- Welcome personal sharing about people's cultural traditions, languages, and diverse family structures. Make this kind of sharing a consistent, reliable part of your time together.
- Learn the most valuable ways to support individual children and adults with disabilities, learning differences, and/or neurodiversity. Ask caregivers, "What can I do to support your child so that they feel successful in our group?"
- Create access, and don't assume what someone needs. Asking is the most respectful way to learn about someone's needs.
- Provide a wide variety of activities for Girl Scouts. Notice when children do not relate to an activity and get curious about why. Find ways to connect with and relate to the child in your care.

To learn more about creating safe and inclusive space in your Girl Scout troop, check out these courses on gsLearn:

- Child & Adolescent Mental Health
- GSUSA Mental Wellness 101
- GSUSA Creating Your Inclusive Troop
- GSUSA Delivering Inclusive Program



Keeping Girl Scouts Safe

General Safety Guidelines

- Keep caregivers informed
Communicate regularly about troop meetings and activities. Use permission slips anytime the troop is doing anything out of the ordinary.
- Girls are never alone
Girls should always use the buddy system and be accompanied by two registered adults at all times.
- Adults are never alone with girls!
At least one troop leader and either another troop leader or a troop parent helper should be present any time girls are together.
- Be prepared
Have a first aid kit, non-emergency number of local law enforcement, and phone/charged cell phone on hand, just in case you need it. Know who your certified CPR/First Aid adult volunteer is for your troop.
- Know your surroundings
This goes for both the regular meeting place and when venturing out with the troop and applies to both people and places. Assess any risks that might be present and take appropriate action. See Volunteer Essentials for more information.

Emergency Procedure

Although we all hope the worst never happens, it's important to know and follow our council's procedures for handling emergency incidents. At the scene of the incident, safety is your first priority. Provide care for the injured

person or obtain medical assistance and then immediately report the emergency to GSGNY staff. Call our office at 212.645.4000 or after business hours on our emergency line at 212.206.2467

Each troop should have an adult certified in CPR/First Aid to ensure troop safety. Make sure a general first aid kit is available at your meeting place and accompanies girls on any activity. The troop may need to purchase the kit if one is not already available at your meeting location. Always have on hand the names and telephone numbers of our council office, parents/guardians and emergency services such as the police, fire department or hospital.

Safety Resources

The safety and well-being of girl and adult members is our highest priority. As a volunteer, it is imperative to know and understand the safety policies and procedures in place, where to look, or who to ask for more information when necessary. Here are the main resources where safety policies are listed:

Volunteer Essentials—A guide to all the policies and procedures including safety.

Safety Activity Checkpoints—Activity specific safety guidelines for activities including camping, participating in a parade, and even the fall product program participation. These guidelines are available online or through the Volunteer Toolkit.

Girl Scouts of Greater New York website—Check out **girlscoutsnyc.org** for more information.

Keeping Girls Safe

Importance of Membership

- All adults supervising Girl Scouts are required to have a Girl Scout membership and a current, eligible background check on file.
- The background check must be repeated every three years.
- Additional insurance is required to be purchased when any non-member is present during any Girl Scout activity. This includes troop meetings, activities, and trips.
- Every youth who participates with your troop must be registered before joining the activities.
- **Girl Scout membership provides liability insurance for members, which protects our volunteers and Girl Scouts during Girl Scout programs, meetings, activities, and events.**



Keeping Girl Scouts Safe

Adult Supervision

Adult-to-Youth Ratios for Troop Meetings

The adult-to-youth ratio for troop meetings means a minimum of two registered, approved adult volunteers who are unrelated, including one female, must be present at troop meetings for up to this number of girls:

- 12 Girl Scout Daisies
- 20 Girl Scout Brownies
- 25 Girl Scout Juniors
- 25 Girl Scout Cadettes
- 30 Girl Scout Seniors
- 30 Girl Scout Ambassadors

With one extra registered, approved adult volunteer for every additional:

- 1-6 Girl Scout Daisies
- 1-8 Girl Scout Brownies
- 1-10 Girl Scout Juniors
- 1-12 Girl Scout Cadettes
- 1-15 Girl Scout Seniors
- 1-15 Girl Scout Ambassadors



Adult-to-Youth Ratios for Outings, Activities, Camping, and Travel

The adult-to-youth ratio for outings, activities, camping, and travel means a minimum of two registered, approved adult volunteers who are unrelated, including one female, must be present for up to this number of girls:

- 6 Girl Scout Daisies
- 12 Girl Scout Brownies
- 16 Girl Scout Juniors
- 20 Girl Scout Cadettes
- 24 Girl Scout Seniors
- 24 Girl Scout Ambassadors

With one extra registered, approved adult volunteer for every additional:

- 1-4 Girl Scout Daisies
- 1-6 Girl Scout Brownies
- 1-8 Girl Scout Juniors
- 1-10 Girl Scout Cadettes
- 1-12 Girl Scout Seniors
- 1-12 Girl Scout Ambassadors

Essential Volunteer Resources

How do I ensure that Girl Scouts are safe during our meetings and activities?

- Check out: [Safety Activity Checkpoints](#)

Is there a general reference guide for volunteers about Girl Scout policies?

- Check out: [Volunteer Essentials](#), [Forms and Documents](#)

Where can I find more onboarding and program support?

- Check out: gsLearn through MyGS to take helpful courses, like GSUSA New Leader Onboarding!
- **Volunteer Toolkit (VTK):** The Volunteer Toolkit is the virtual planning assistant that will help power a fun-filled—and organized!—Girl Scout year. You'll have full access to meeting plans and activity guides for most badges, and can use the VTK to plan your Girl Scout year, track troop finances and Girl Scout achievements, and contact caregivers. You'll find the Volunteer Toolkit via the left menu bar of MyGS in My Account.
- **Award & Badge Explorer:** The Award & Badge Explorer provides a comprehensive guide to all of the badges and Journey awards that Girl Scouts can earn, which are searchable by grade level and topic. You'll find downloadable badge requirements that you can share with your troop and a link to purchase badges from the Girl Scout store. Please [visit our website](#) to learn more about badges and Journeys.