

Volunteer Position Description

Service Unit Delegate

Summary: The Delegate is responsible for providing a line of communication between the service units and the Council's board of directors and the chief executive officer. Delegates represent their service units regarding the business of the corporation at meetings of the delegate body, committee meetings, and/or as an ex-officio member to the board of directors. The nature of this position is to provide indirect service to girls.

Term of Appointment: Two years, or until her or his successor is elected.

Supervised by: Delegate Body Chair

Support: The Delegate receives support, guidance and encouragement from the Delegate Body Chair. They have access to relevant learning opportunities and materials that prepare for and support this role.

Responsibilities:

- Attend meetings of Council Service Unit Delegates for the purpose of policy planning and review and delegate training.
- Attend Yearly Meeting of Delegate Body and actively participate casting a vote when necessary.
- Serve as the formal liaison between the Board of Directors and Staff leadership and the Girl Scout Movement whom she or he serves.
- Seek input from the Council's volunteers, current and prospective Members of the Girl Scout Movement, their parents, and the broader Council community regarding the efficacy and relevance of Council programs and services.
- Consider proposed plans, policies and other matters referred to the service unit by the Board.
- Perform such other duties as may be delegated by the Board of Directors.
- Submit proposals to the Board through the Delegate Chair and ex-officio members of the Board of Directors for improving the quality of Girl Scouting.
- Be willing to serve as an ex-officio member to the Board of Directors.
- Be willing to serve as an elected member of the Board Development Committee, Board Committees, and/or as a National Council Delegate. Delegates may only serve on one Board or national position at a time.
- Maintain current knowledge of the Girl Scout program, pathways and activities.
- 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 the Colonial Coast and Girl Scouts of the USA (GSUSA) including *Volunteer Essentials* and *Safety Activity Checkpoints*.

Qualifications/ Core Competencies:

- Age requirement: Must be at least fourteen years or older.
- Nominated and elected by her or his service unit.
- Personal Integrity: Demonstrate dependability, honesty, and credibility.
- Adaptability: Adjust, modify own behavior, and remain flexible and tolerate in response to changing situations and environments.
- Ability to handle sensitive information and maintain confidentiality.
- Oral and written communication: Express ideas and facts clearly and accurately in person, on the phone, and via email.
- Fostering diversity: Understand, reflect and embrace differences.
- Computer Skills: Ability to use email and internet required.
- Other requirements include:
 - Organization skills a plus
 - Must become a registered member of GSUSA
 - Complete required coursework assigned and provided by Girl Scouts of the Colonial Coast and GSUSA.