

Girl Scouts of Western Washington

Bilingual Troop Leader / Advisor Position Description

Bilingual Troop Leaders and Advisors are role models and mentors for girls. In partnership with other adults, they directly deliver to girls a quality Girl Scout experience that is consistent with the Girl Scout Program Goals, Mission, Promise and Law, and the policies and goals of Girl Scouts of Western Washington (GSWW) and Girl Scouts of the USA.

Qualifications: The ability and willingness to create to a high quality Girl Scout experience for girls and conscientious effort toward meeting the responsibilities of the position are required. Must be able to fluently speak both Spanish and English and to read in one or both languages. Experience working with girls, effective communication skills and flexibility are a plus. Successful candidates must pass a criminal history background check.

Service Commitment: The Service Unit Manager or Area Manager will appoint the Bilingual Troop Leader/Advisor for a renewable one year term in which she/he can expect to provide a minimum of 1-3 hours of service weekly depending on the needs of the troop.

Supervision and Support: The Bilingual Troop Leader/Advisor is primarily accountable to the girls and their parents or guardians. Leaders/Advisors are supported by and additionally accountable to the Area Manager or Service Unit Manager and Girl Scouts of Western Washington.

Duties and Expectations:

- Become/remain a registered GSUSA member.
- Attend an interview and Getting Started Workshop prior to appointment and/or meeting with girls, and complete adult learning requirements within 3 months of appointment.
- Agree to be guided in all actions by the Girl Scout Mission, Promise and Law, and to comply with the policies of GSWW and GSUSA.
- Become/remain familiar with Girl Scout resources, especially those relating to safety, policies and organizational standards.
- Organize regularly scheduled troop meetings for the girls.
- In cooperation with other members of the troop leadership team, help girls to understand and live by the Girl Scout Promise and Law and provide interesting and developmentally appropriate programming that is consistent with the Girl Scout program goals.
- Foster a spirit of open, regular communication, cooperation, respect and teamwork with other adults to work constructively and cooperatively to support girl goals.
- Register all participants before the third meeting and ensure additional members are registered promptly throughout the year. Re-register the girls annually by participating in the Membership Renewal drive.
- Promote and support troop participation in GSWW product sales program(s) and be knowledgeable about the financial responsibilities for product sales.
- Maintain current, accurate financial records and submit annual reports to the Service Unit.
- Attend or have a designee at monthly Service Unit Volunteer/Leader meetings.
- Exercise good judgment and flexibility, have fun and maintain a positive attitude.

The Girl Scout Mission:

Girl Scouting builds girls of Courage, Confidence and Character who make the world a better place.

The 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

*May be replaced by a word that reflects your personal beliefs

The 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