girl scouts of wisconsin badgerland

Volunteer Application

Starting with the 2011-2012 membership year, all new and returning volunteers will need to complete this form annually.

Personal Information

Last Name:_____ First Name:_____ MI:_____

Address:_____ City:_____ State: _____ ZIP:_____

Home Phone:_____ Work Phone:_____ Cell Phone:_____

Troop # (if applicable):_____ E-mail*:_____

Occupation:_____ Employer:_____

*E-mail is our main method of communication with our volunteers, please provide at least one address.

Interests

What type of volunteer work would you like to do? *(Check all that apply)*

Girl Scout Pathways Direct Service to Girls

- ❑ Lead a troop
- ❑ Co-lead or assist a troop
- ❑ Troop support (i.e. driver, chaperone, treasurer)
- ❑ Service Team Member (i.e. Membership Area Leadership Team)
- ❑ Manage product sales (e.g. cookie program)
- ❑ Teach a skill
- ❑ Volunteer for short-term events (e.g. afternoon or day events)
- ❑ Volunteer for long-term events (e.g. six week programs or day camp)

Girl Scout Pathways Indirect Service to Girls

- ❑ Fundraising
- ❑ Manage product sales (i.e. community sale)
- ❑ Facilitator (i.e. training for leaders)
- ❑ Public speaking/community affairs
- ❑ Support day camp
- ❑ Support program opportunities
- ❑ Office/clerical work
- ❑ Other:_____

List any specialized certifications/skills/talents/interests:

_____

Age group preferred (if relevant to position): (Grades at each level)

☐ Daisy (K-1) ☐ Brownie (2-3) ☐ Junior (4-5) ☐ Cadette (6-8) ☐ Senior (9-10) ☐ Ambassador (11-12)

Do you speak a language other than English? Yes No If yes, what language(s)_____

For New Volunteers Only: Please list previous volunteer experience.

Organization Name:_____ Supervisor:_____

Address:_____

Dates: From: _____ To: _____ Position(s): _____

For New Volunteers Only: Please list one non-related reference we may contact.

Last Name:_____ First Name:_____ Relationship:_____

Home Phone:_____ Business/Other Phone:_____

E-mail:_____

Roles and Responsibilities for Girl Scout Volunteers with Badgerland Council

All Volunteers must:

- Be at least 18 years of age, and live the values of the Girl Scout Promise and Law
- Have a current Volunteer Application on file which includes an annual background check
- Complete Girl Scouts of the USA's (GSUSA) *Online Volunteer Orientation and Leadership Essentials* and Badgerland Council's *Leadership Essentials* for new volunteers
- Be able to work with people of diverse backgrounds
- Have strong communication and organizational skills and ability to maintain accurate records
- Adhere to all policies, standards, and procedures for GSUSA and Girl Scouts of Wisconsin-Badgerland Council as outlined in *Volunteer Essentials* (online and hard copies available)
- Promote Girl Scouting in your community

In addition to All Volunteer responsibilities, Troop Leaders (01), and Assistant Troop Leaders (02) must:

- Be current registered members of GSUSA and pay the annual $12 membership dues (financial assistance available)
- Register girls and adults promptly and maintain accurate records
- Work together as leaders and with the girls to plan and implement quality Girl Scout programming
- Prepare for and provide leadership at regularly scheduled troop meetings, special events, and activities
- Ensure families are informed of troop plans, finances, and progress; encourage parental involvement and support
- Participate in membership area service projects and program events that meet the needs and interests of the girls
- Attend or send representation to all leader meetings to keep informed of Badgerland Council information and events
- Be a part of the overall team of Girl Scout volunteers within your assigned membership area and provide support to other troop leaders
- Support and promote all council fundraising efforts, and meet deadlines for registration, product sales, and reports
- Utilize council resources and attend council trainings
- Accept responsibility for management of troop funds, and work closely with the volunteers on the troop account to ensure funds are used appropriately
- Ensure Finance Reports and supporting documents are submitted to the council January 15th and June 15th each year

In addition to All Volunteer responsibilities, Troop Support (03), Service Team Members on the MALT (11), Facilitators (12), and others must:

- Register as a member of GSUSA and pay the annual $12 membership dues if they will be: handling funds, the product sales person for a troop or area during a council-sponsored sale, on the Membership Area Leadership Team, or a facilitator; all other volunteers are encouraged to register with GSUSA
- Assume tasks and provide support as delegated by leaders or council staff

For a copy of the roles and responsibilities, please refer to *Volunteer Essentials*, or contact Girl Scouts of Wisconsin—Badgerland Council at 800.236.2710 X 1163 or at www.gsbadgerland.org.

By signing this document, I understand and agree to adhere to the roles and responsibilities associated with my volunteer position as noted on this application. I understand that failure to adhere to the above responsibilities may result in termination of my volunteer status with Girl Scouts of Wisconsin—Badgerland Council.

Signature:_____ Date:_____

Please make a copy of this page if you would like one for your records.

BACKGROUND CHECK AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION

I understand that the pre-appointment background check requires my full name, date of birth, previous addresses, and Social Security Number. I understand that the information I have provided may be verified by contacting persons or organizations listed in this application or by contacting any person or organization that may have information concerning me.

I hereby consent and voluntarily authorize Girl Scouts of Wisconsin-Badgerland Council, Inc., to obtain an independent criminal background report and Social Security Number validation report. I further authorize said council to request or receive information including motor vehicle reports, past employment and education records, and/or references from any persons, schools, or previous employers only if pertinent to my potential work as a volunteer. I further understand that a credit report may be requested if my assignment includes the handling of money (this credit check would not be reflected on a credit report).

I certify that the entries made by me in this form are true, complete, and accurate to the best of my knowledge, and are made voluntarily in good faith. I understand that any false statements or answers by me may disqualify me from volunteer services or will be sufficient grounds for termination. Moreover, I understand that failure to complete this form will preclude me from volunteer opportunities with the Girl Scouts of Wisconsin-Badgerland Council, Inc.

I further understand that I may receive a complete and accurate disclosure of the nature and scope of the background verification in the event such investigation negatively affects my placement as a volunteer.

Signature:_____ Date:_____

Office Use Only: Date Received:_____ Background Check:_____

Notes:_____ Referred to:_____

Please fill in the information below completely.
After the background check is completed, the information below will be destroyed.

Print your name here:_____
First Middle Initial Last

Please circle: Female Male

Please print any additional names used in the last 5 years: (maiden, previous married name, etc.)

_____

Please list all addresses lived at in the last 5 years:

Current address:_____
Street Address City State Zip

Past address:_____ Years lived:_____
Street Address City State Zip

Past address:_____ Years lived:_____
Street Address City State Zip (list additional addresses on back)

Social Security Number (required): _____–_____– _____

Date of Birth (required):_____/_____/_____

Please return completed form to: Girl Scouts of Wisconsin—Badgerland Council
Attn: Volunteer Coordinator, 2710 Ski Lane, Madison, WI 53713