

Position Description Council Trainer

Title: Council Trainer

Reports To: Manager of Membership Services

Term of Appointment: Council Trainers are appointed for a one-year term that is renewable upon successful completion of evaluation process. This position time commitment varies by the number of trainings done.

Job Summary: Council Trainers have the knowledge, skill and desire to facilitate an effective learning experience on a variety of Girl Scout subjects to all levels of volunteers. Using diverse delivery methods, council trainers are responsible for ensuring Girl Scout adults are ready to fully assume the position they have been appointed to.

Support: Council Trainers receive support, guidance, and encouragement from the Membership Team. They have access to relevant learning opportunities and materials that prepare and support them in this role.

Qualifications and Core Competencies:

- Register as a member of GSUSA
- Complete the application and interview selection process
- Complete all required trainings as provided by GSCSNJ and GSUSA
- Comprehensive knowledge and understanding of trainings
- Be guided in all actions by the Girl Scout Mission, Promise, and Law
- Proficient presentation skills- ability to speak comfortably in small and large groups
- Personal integrity
- Adaptability
- Oral and written communication - express ideas and facts clearly and accurately; public speaking & training experience is preferred
- Foster diversity – willingness to work with diverse groups and cultures in a positive manner
- Computer skills – access to email and the Internet, able to run webinars
- Enthusiasm- spontaneous, engaging, and outgoing
- Recognize, understand, accept, interpret, and support all council goals, policies guidelines and objectives
- Owe no outstanding debts to the council
- Girl focused- empower adults to help girls to lead activities, learn by doing, and cooperate with others on current issues that involve their interests and needs, while having fun

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Responsibilities:

- Remain informed about and comply with the most current policies, procedures, and guidelines of Girl Scouts of Central & Southern NJ (GSCSNJ) and Girl Scouts of the USA (GSUSA)
- Work in a partnership with GSCSNJ to ensure that adult volunteers are able to deliver a significant Girl Scout Leadership experience to diverse groups of girls.
- Organize training events in compliance with the outlines provided while also incorporating fun, interactive, and appropriate activities that address current issues involving adults' interest and needs
- Serve as a positive example for adult volunteers by modeling positive attributes such as reliability, respect for others, inclusiveness, and a positive attitude
- Commit to a minimum number of trainings based on trainer level
- Follow guidelines in Volunteer Essentials and all Safety Activity Checkpoints
- See specific responsibilities for trainer level

Position Agreement

The responsibilities of the Council Trainer position have been discussed with me, and I have agreed to fulfill them to the best of my ability for this Girl Scout year. I am appointed as a _____ level trainer for the Girl Scout year _____.

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