



# New Troop Leader Mentor

**Volunteer Position Summary:**

Provide support and guidance to new troop leaders to help ensure their first and second years are successful and fulfilling.

**Term of Appointment:**

One year, Oct 1 – September 30, renewable annually with approval of the GSSNE Training Manager.

**Time Commitment:** High activity = ●●● Medium activity = ●● Low activity = ●

Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
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**Specific Tasks:**

- Serves as a council volunteer
- Ensures new troop leaders are welcomed, oriented, and supported during their first & second years
- Ensures new leaders are actively connected to Service Unit, council, and one another (communications, meetings, events, etc.)
- Engages in ongoing communication with new troop leaders (emails, phone, virtual, in-person, social media) with troop leaders to identify and navigate successes/challenges, helps ensure all policies and procedures are understood, helps to ensure first and second years are successful and fulfilling
- Direct troop leaders to Service Unit managers when troops need conflict resolution
- When appropriate and possible, delivers trainings to new leaders using council-wide guidelines and materials (based on Mentor’s training specialties)
- Participates in a minimum of 2 council-sponsored New Leader Cafés throughout the year
- Schedules, plans and facilitates a minimum of 1 new leader event for leaders to whom they are assigned (chat, meet-n-greet, roundtable, drop-in, planning session, etc.)

**Expectations:**

- Upholds the Girl Scout Promise and Law and Girl Scout Mission statement
- Complies with GSUSA Policies, Standards and Guidelines, GSSNE Policies, Procedures and Standards
- Commits time, energy, and interest necessary to meet the requirements of the position
- Performs all duties in a timely manner
- Compiles and reports all relevant information to council department (such as evaluations, issues)
- Is knowledgeable of the Girl Scout Leadership Experience (GSLE) and National Program Portfolio
- Experienced in a troop/group leadership position
- Completes appropriate trainings for the troop mentor role
- Attends council’s annual fall kick-off
- Keeps Service Unit Manager / Team aware of troop’s concerns, challenges, and progress
- Presents a positive image to girls, volunteers, and the public—
- Is discreet in all confidential matters

- Has access to e-mail and the Internet

**Requirements:**

- Ability to work with girls or adults from all ethnic, racial, economic and cultural backgrounds
- Positively and professionally represents Girl Scouting to girls, adults, and the community
- Possess good verbal and written communication skills
- Registers as a member of GSUSA; remains a Council-wide member “in good standing” with a current and clear background check
- Values the importance of volunteer support to increase retention at the community level
- Attends training session(s) required for this specific volunteer role including completing new leader training