



## Adult Membership Registration

- 1) Visit our [MyGS](#) website
- 2) Click the button under the tile labeled **Volunteer**
- 3) Enter the following information in the search page:
  - a. **Zip Code:** your zip code
  - b. **Radius:** defaults to 10 miles, but please select your preference
  - c. **Membership Year:** Next Year
  - d. **Position:** optional, (usually Troop Co-Leader or Troop Support Volunteer)
  - e. Click **Search**
- 4) Click **Add Role** to place the role in your cart
  - a. You may also proceed without a role by selecting **Become a General Member**
- 5) Two options will be available at the bottom of the page:
  - a. Become a General Member – for first time members without an account
  - b. Log In – for current members or those who have previously held membership
- 6) After you have either logged in or created your account, you will return to your cart by clicking the green trefoil in the top right corner
- 7) Add your membership details:
  - a. **Participation Type:** already chosen for you
  - b. **Volunteer Position(s):** whichever role you selected
  - c. **Select an existing member:**
    - i. only select if this applies to you, then click This is Me
    - ii. If you were not an existing member, enter your information in the remaining fields
  - d. **Choose a Membership Year:** Next Year – 2022
  - e. **Choose payment type**
- 8) Click **Submit Member Details**
- 9) Click **Review Cart**
- 10) Review the **Girl Scout Promise and Law** on the right and check off the box to agree.
- 11) Click Add Payment Details
- 12) Enter your credit card information. If you have selected Financial Aid, these boxes will not appear
- 13) Click Submit Payment, and a confirmation will be sent to you

Please be on the lookout for an e-mail from **Sterling/Verified Volunteers** with information on how to complete your background screening. Please e-mail [customercare@gssne.org](mailto:customercare@gssne.org) with any questions.