



Community Delegate and Alternate Delegate Position Description

Summary:

Community Delegates represent the girl and adult members within their GS Community geographical area. Community Delegates are the communication link on governance matters between the members in their community and the GSU Board of Directors. Community Delegates serve as the Voting Members of the Girl Scouts of Utah Council on governance issues including policy updates and electing the Board of Directors, Officers, and Board Development Committee members.

Expectations of the Position

- Work in partnership with the Community Leadership Team, volunteers and community members
- Share knowledge, questions, and concerns with a positive and flexible approach
- Abide by GSUSA and GSU policies and procedures and follows *Safety Activity Checkpoints* to ensure a safe environment for girls, adults, and volunteers

Responsibilities of the Position

- **Actions:**
 - Serve as voting member at the Council Annual Meeting
 - Conduct other business as deemed to be in the general interest of GSU
 - Lead appropriate discussions on governance questions, concerns, and suggestions members would like communicated to the Board of Directors and CEO
 - Make arrangements for an alternate delegate to represent the community at any meeting the delegate is unable to attend
- **Meeting & Training Participation:**
 - Attend and participate in Delegate Training. Delegate training attendance is required to be eligible to vote
 - MUST attend Annual Meeting to participate and vote on items placed on the consent agenda including Council proposals, the Slate of Nominees for the Board of Directors, Board Development Committee and National Delegates
 - Attend and participate in Town Meeting discussions. In order to be eligible to vote at Annual meetings, you must attend the Town meeting
 - Prepare for and attend all Community Leadership Team meetings of the Community represented
- **Communications:**
 - Communicate governance and policy questions from the Community to the Board of Directors and CEO
 - Communicate discussion results from the Board of Directors and CEO to the Community

Qualifications to fulfill the Position

- Understand the difference between policy governance and operational issues
- Able to serve as an ambassador to the community and monitor the public image of GSU
- Ability to represent the points of view of various ethnic, racial, educational, civic, religious, and socioeconomic groups
- Maintain knowledge of current Girl Scout governance matters
- Be willing to prepare thoroughly for issues and business that will come before the Council Annual Meeting
- Possess strong communications and public speaking skills and the ability to address large groups
- Willingness to support all decisions of the Voting Membership

Eligibility

- Be a registered member of Girl Scouts of the USA (GSUSA)
- Accept the belief and principles of the Girl Scout movement
- Be at least 14 years of age upon election and display mature judgment

Note: *Alternate Delegates hold the same responsibilities as a Delegate, and will vote in the place of a Delegate when the Delegate is unable to fulfill his or her duties.*



Community Delegate and Alternate Delegate Position Agreement

This agreement outlines the mutual responsibilities of Girl Scouts of Utah and the Community Delegate.

_____ Name	_____ Position – Delegate or Alternate	
_____ Home Phone Number	_____ Community Name	_____ Membership Year
_____ Cell Phone Number	_____ Alternate Phone Number	
_____ Email		

The Volunteer Agrees To:

- Serve a two (2) year term as an elected Community Delegate
- Comply with voting eligibility requirements, which includes:
 - Complete position-related training
 - Attend Community Leadership Team Meetings
 - Attend Town Meetings
 - Attend Annual Meeting
- Meet membership requirements and register as a member of the Girl Scout Movement
- Adult Volunteers must submit a GSU Criminal Background Release form and a GSU Volunteer Application Form
- Support the purpose and values of the Girl Scout Movement and comply with GSU and GSUSA policies and standards
- Be supportive of the council, its activities, and goals
- Meet with Community Leadership Team and council staff on a regular basis for ongoing support
- Hold all information confidential and understand any unauthorized disclosure or distribution of such data for any reason other than Girl Scout use is prohibited

The Council Agrees To:

- Meet membership requirements and register as a member of the Girl Scout Movement
- Provide a position description
- Provide orientation and training for the position
- Provide tools and information relevant to the position
- Provide ongoing support and guidance

Signature

Date

Parent/Guardian Signature (if applicant is a girl member)

Date

Return the signed Community Delegate Agreement to Sherry Black, Governance Liaison at sblack@gsutah.org or via mail: 445 E. 4500 S. Ste 125, Salt Lake City UT 84107. Please call with any related questions at (801) 716-5087.