

# Short & Snappy – Adult Recognition

## Objective

To help participants embrace the importance of adult volunteer recognition and to learn formal and informal ways to recognize volunteers!

## Length

20 minutes

## Materials Needed

Pens/pencils and paper; handout



## Information to Share (spend 5 minutes on this section)

It is so important to recognize Girl Scout volunteers! It is the Volunteers who run this organization. They are the ones who are hands on, teaching the girls everything they can, in order to build girls with courage, confidence, and character. Recognition reminds volunteers how much we appreciate them and gives them the strength to keep working with girls to make the world a better place.

### How can we recognize volunteers?

**Formal recognition and awards:** Girl Scouts of Utah has Community-level and Council-level awards for volunteers! If you think someone should receive such an award, all you have to do is nominate them on our website and get someone to endorse your nomination! It is particularly special when you get girls to nominate their leaders and mentors for such awards.

- Details about Community and Council awards, their requirements, and how to nominate someone can be found here: <https://www.gsutah.org/recognition>.
- Council awards are presented at Recognition of Excellence every year!
- Contact your Community Recognition and Delegate Representative to find out about when your Community has its awards ceremony!
- Keys to Successful Nomination:
  - The nomination form and attached letters are very important in the nomination process. The Volunteer Recognition Committee reviews the nominations, and they may never have met the volunteer before. It is important to be thorough and descriptive.
  - Make sure all the blanks on the form have been completed – especially the brief statement explaining why that volunteer deserves the award.
  - Make sure all of the nominator's personal information is complete and they are a current member.
  - Be sure to email the required number of endorsement letters to [awards@gsutah.org](mailto:awards@gsutah.org) before the deadline. These should be formal, descriptive letters, and must each be written by a different person.
- Contact your Community Recognition and Delegate Representative with any questions.

**Informal recognition:** There are all kinds of ways to recognize volunteers throughout the year! Here are a few:

- Shout out on your GS Community Facebook page!
- Small thank-you cards, birthday cards, and gifts to show appreciation!
- Girls perform a song or poem at the Community Meeting dedicated to the volunteer!

### **Activity – Why wait? Let's start now! (spend 10 minutes on this section)**

#### Actions:

1. Have people get into partners or small groups (depending on how many there are).
2. Each group should pick a volunteer that they feel deserves recognition. Encourage them to choose someone who may not have been recognized before. If that person is present at the meeting, all the better!
3. Each group should write create a short poem, chant, cheer, song, or draw a picture that recognizes the volunteer they chose.
4. Have everyone share/present their informal recognition (especially if the volunteer is present)!

### **Ending – Challenge and handout (spend 5 minutes on this section)**

1. Hand out the attached list of formal awards.
2. Challenge everyone to commit to:
  - a. Nominating or writing the endorsement letter for at least 1 volunteer this year.
  - b. Coming up with and executing an informal recognition for someone who deserves it. Complete within the next 6 months.

## Formal Awards Handout




### Community Awards:

 <p><b>Certificate of Appreciation</b> A token of appreciation and acknowledgement of exceptional quality from an individual or group (usually for a first- or one-time contribution to GS).</p>	 <p><b>Special Supporters Certificate</b> Honoring ongoing or second-time contributions from groups or individuals supporting Girl Scout Communities.</p>
 <p><b>Noteworthy New Leader</b> An exceptional troop leader or co-leader within their first two years who has truly shared the spirit of Girl Scouting with girls and adults in the troop.</p>	 <p><b>Emerald Award</b> Outstanding/above and beyond volunteer performance that has enhanced the work and furthered the goals of the Community for at least 3 years. <b>(1 letter of endorsement)</b></p>
 <p><b>Community Girl Scout Family Award</b> Recognizes outstanding contributions made by girls and their entire family unit through their service to the Girl Scout Community</p>	<p><b>Outstanding Volunteer</b> Outstanding/above and beyond volunteer performance that has enhanced the work of troops and/or the Community for at least 2 years. <b>(1 letter of endorsement)</b></p>

### President's Volunteer Service Award

→ This is a USA government award for which Girl Scout Volunteers are eligible.  
 → Go to <https://www.presidentialserviceawards.gov/>  
 → Click on "Get Involved," then on "Volunteer," and register as a new member by creating a Volunteer Account.  
 → Once you have an account, you can log their hours of service. \*Note: each time you log hours, enter in the Girl Scout key code: RBW-8219. This can

### Council Awards:

 <p><b>Volunteer of Excellence</b> Outstanding volunteers working above and beyond in delivering the GSLE or council mission to girls. <b>(1 letter of endorsement)</b></p>	<p><b>Appreciation Pin</b> Outstanding volunteers working above and beyond with a specific geographic area or a specific program delivery audience. <b>(2 letters of endorsement)</b></p> 	 <p><b>Honor Pin</b> Outstanding volunteer service working above and beyond for two or more geographic areas or program delivery audiences. <b>(3 letters of endorsement)</b></p>
<p><b>Freddie Award</b> Outstanding volunteers working with girls and adults in GSU program and training, AND working with other community organizations (church, school, cultural, etc.). <b>(3 letters of endorsement)</b></p> 	<p><b>Thanks Badge</b> Outstanding volunteer performance that benefits the entire GSU council and the entire Girl Scout Movement. <b>(4 letters of endorsement)</b></p> 	<p><b>Thanks Badge II</b> For outstanding volunteers who have already received the Thanks Badge and have continued to make extraordinary contributions to the entire GSU council and the Girl Scout Movement. <b>(4 letters of endorsement)</b></p> 
<p><b>GSU Family Award</b> Outstanding contributions made by girls and their entire family unit to their GS Community or the GSU Council.</p> 	<p><b>GSU Legacy of Service Award</b> Outstanding contributions made by family members of at least two generations, who are registered GS adult volunteers, for two or more years.</p> 	<p><b>President's Award</b> Outstanding Community Leadership Team in GS program delivery, that has achieved GSU council goals at the Community level within a fiscal or membership year. <b>(1 Community application letter)</b></p> 