

Term: 1 year—May be reappointed after evaluation.

Summary: The Facilitator is responsible for delivering courses, workshops, and resources to individuals and/or groups of volunteers in order to orient, prepare and support them throughout their appointment. The nature of this position is to provide indirect service to girls.

Appointed by and reports to: Volunteer Services Specialist

Support: The Facilitator receives support, guidance, and encouragement from the Volunteer Services Department. She or he has access to relevant learning opportunities and materials that prepare for and support this role.

Responsibilities/Tasks:

- Maintain council Facilitator status, as defined by council policies and procedures.
- Coordinate courses, workshops, and resources to volunteers in assigned jurisdiction according to learning strategy set by region team and council staff
- Work in partnership with co-facilitators and council staff.
- Communicate effectively and deliver learning sessions to the individual or group.
- Create and maintain a positive learning environment using a variety of tools to meet needs of all learners.
- Complete and submit course evaluations, surveys, and self-evaluations as instructed.
- Be guided in all actions by the Girl Scout Mission, Promise, and Law.
- Remain informed about and comply with the most current policies, procedures, and guidelines of Girl Scouts of Northern Illinois and Girl Scouts of the USA (GSUSA).
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Core Competencies—Required:

- Personal integrity: Demonstrate dependability, honesty, and credibility .
- Adaptability: Adjust, modify own behavior, and remain flexible and tolerant in response to changing situations and environments.
- Oral/written communication: Express ideas and facts clearly and accurately.
- Fostering diversity: Understand and embrace differences .
- Be a registered member of Girl Scouts of the USA (GSUSA) and have a council-approved volunteer application (includes background check and references) on file.
- Be at least 18 years old.
- Accept the principles and beliefs of Girl Scouting, and support local and national Girl Scout policies, practices, and procedures.
- Computer skills: Access to e-mail and the Internet.
- Have a knowledge of Girl Scouting including *Safety Activity Checkpoints* and council policies.
- Additional requirements:
 - Experience in education and/or adult education a plus.
 - Complete required coursework as assigned and provided by Girl Scouts of Northern Illinois and Girl Scouts of the USA (GSUSA).

Volunteer Agreement:

Signature of Service Unit Treasurer _____ Date _____

Volunteer Services Specialist _____ Date _____