



Adult Recognitions In Girl Scouting 2010

Girl Scouts Heart of the Hudson, Inc.

Awards and Recognition Information

Girl Scouts Heart of the Hudson (GSHH) will honor and recognize the recipients of the following awards at the council's Annual Meeting in April 2010:

- Appreciation Pin
- Honor Pin
- Thanks Badge
- Thanks Badge II
- Numeral guards (25 years and above)
- Volunteer Years of Service (25 years and above)

Completed forms are due on or before March 3, 2010.

All nominations and endorsement letters MUST be at the council office by the above deadline for approval or the nomination will be deferred to the next year.

All shop orders for community level awards must be received on or before **March 3, 2010.** Orders received after March 3rd are not guaranteed to be on time.

The information on adult recognitions in Girl Scouting is available on the GSHH website and at all regional offices. This packet of information outlines the process and deadlines for submitting nominations to the GSHH volunteer development department. These nominations will be reviewed by the volunteer adult recognitions committee with the support of the volunteer development staff. In addition, the volunteer adult recognitions chair within the community is available to provide support and coordinate the process.

Girl Scouts Heart of the Hudson, Inc. appreciates all the wonderful support and service from adult members who contribute thousands of service hours each year. We could not offer such high-quality programs and services to the more than 32,000 girl members throughout our seven counties without the support of many exceptional adults.

Please take a moment to nominate someone who has made a difference in the lives of girls. They deserve the recognition!

Please submit all forms, nominations and endorsements to:
Girl Scouts Heart of the Hudson, Inc.
Poughkeepsie Office
41 Page Park Drive
Poughkeepsie New York 12603

Questions: Jamey Pratt at Jpratt@girlscoutshh.org or 845-452-1810 ext. 19

A PHILOSOPHY OF ADULT RECOGNITIONS IN GIRL SCOUTING

There are simple, informal ways to acknowledge people within and outside Girl Scouting. This booklet offers guidance on all aspects of adult recognition in a Girl Scout council.

The council's adult recognition program should reflect the following:

- Quality of accomplishments is the primary determining factor in awarding recognition.
- Impact on girls is the leading measure of quality.
- Many kinds of contributions must be considered: time and talent, as well as donations of money and resources.
- Quality is not judged by length of service or number of other recognitions; it is ultimately a function of positive impact, direct or indirect, on girls.
- Recognition is given to reinforce high expectations and encourage continual improvement. It is not a competition. Recognitions create a strategic advantage because they identify those who model the future. A recipient's performance is part of what moves a council toward its goals.
- Publicly honoring adults underscores Girl Scouting's vitality in the community. It encourages greater involvement and support from other adults and organizations – it helps build girls of courage, confidence and character, who make the world a better place.

(Adapted from *Adult Recognitions in Girl Scouting*, p. 5, GSUSA, 1996; last sentence modified to reflect new GSUSA mission statement.)

GENERAL PROCEDURES AND REQUIREMENTS FOR ADULT AWARDS

1. Candidate must be a registered Girl Scout by March 1, 2010 to be eligible for an adult award.
2. All financial obligations to the council (i.e., cookie money, fall product sale money, etc.) must be met in order to be eligible for any award.
3. The nominating group or individual is responsible for securing the required number of letters of endorsement. The "nominator" may NOT also be one of the "endorsers" (that is, the person filling out the nomination form *may not also* write one of the letters of endorsement). Those writing the recommendations must be willing to complete and return letters to the nominator(s) in sufficient time to submit the application.
4. Information contained in the nomination must be objective and results-oriented, giving pertinent facts, dates, positions held, etc.
5. GSUSA has identified an additional set of adult recognition awards – the Episodic Volunteer Award and the Progressive Volunteer Award. Episodic Volunteer Awards include thank you letters, certificates, and finally, Volunteer Service Pins for service to the council or GSUSA. You can review the list included in this packet *Volunteer Recognitions At A Glance*.
6. Progressive volunteer awards include the Girl Scout Volunteer Achievement Award (Volunteer Development Pin) and the white, black, copper, silver and gold keys that attach to the pin.
7. Adult Girl Scout members who are employees of GSHH are eligible to receive numeral guards for their years as members.
8. The GSHH board of directors approves the final recognitions submitted by the volunteer adult recognitions committee.

Volunteer Recognitions at a Glance ~ Awarded at the Girl Scout Community Level

For awards in the Girl Scout community, the GS community recognitions task group should include the volunteer community chair, the adult recognitions chair, and other team members, as necessary. Normally, awards at the GS community level are paid thru the GS community treasury.

Girl Scout Recognitions	Descriptions
<i>Numeral guards</i>	To recognize a member for years of membership with GSUSA. Given at intervals of 5 years and combines girl and adult years. Five to 20 years will be awarded at the community level.
<i>Volunteer Years of Service Pin</i>	The Years of Service pin recognizes an adult member registered with Girl Scouts of the USA for her/his years of active volunteer service at five-year intervals (5, 10, 15, etc.). This pin differs from the numeral guard in that it represents the number of years an adult volunteer has actively provided service, whereas the numeral guard recognizes years of membership. Five to 20 years will be awarded at the community level.

Recognition	Who To Consider	Criteria	Nomination and Approval Process
<i>Outstanding Volunteer Award</i>	For a volunteer in a position other than leader/advisor	<ul style="list-style-type: none"> • Be a registered Girl Scout adult. • Complete appropriate training or demonstrate ability/skills for the position. • Perform at a level that exceeds the expectations of the position as outlined in the position description agreement in one or more of the following areas: <ul style="list-style-type: none"> ○ Membership, program, fund development ○ Pluralism, marketing and communications ○ Strategic leadership/governance ○ Human resources • Actively recognize, understand, and practice the values of inclusive behavior. 	<ul style="list-style-type: none"> • Submit an application describing the volunteer's accomplishments to the GS community recognitions task group, outlining how the service has benefited the girls and the organization. • GS community recognitions task group reviews the application and approves or denies the nomination. • GS community recognitions task group sends out notification of its decision. • Supporting documentation stays in the GS community.
<i>Outstanding Leader Award</i>	For a troop/group leader/advisor, assistant leader/advisor, or coordinator for outstanding performance in working with girls	<ul style="list-style-type: none"> • Be a registered Girl Scout adult • Demonstrate competence in at least two of the following: <ul style="list-style-type: none"> ○ Involving adults in the community to help broaden program opportunities for girls ○ Increasing girl membership to support the council membership goal ○ Using the four program goals to select a wide range of program activities with girls ○ Helping girls to recognize, understand, and practice the values of inclusive behavior ○ Building an effective partnership approach with girls 	

<p>Leadership Development Pin</p>	<p>For troop/group leader/advisor, assistant leader/advisor, or coordinator</p>	<ul style="list-style-type: none"> • Be a registered Girl Scout adult • Have completed one successful year in the position of troop/group leader, assistant leader, or group coordinator • Have completed the appropriate training and have demonstrated position competence • Actively recognize, understand, and practice the values of inclusive behavior 	<ul style="list-style-type: none"> • The candidate submits an application which is reviewed by a designated volunteer. If all requirements have been met, the recognition is authorized.
<p><i>Additional Recognition:</i></p> <p>Green Leaf</p> <p>Silver Leaf</p> <p>Gold Leaf</p>	<p>For prior Leadership Development Pin Recipients~</p>	<ul style="list-style-type: none"> • Green Leaf: Represents ten contact hours or one CEU (continuing education units) of additional training. • Silver Leaf: Represents 50 contact hours or five CEUs of additional training. • Gold Leaf: Represents 250 contact hours or 25 CEUs of additional training. 	<ul style="list-style-type: none"> • Candidates applying for leaves need to document their hours and describe how the workshop/course has improved their work with girls.
<p>Progressive Volunteer Awards:</p> <p><i>Girl Scout Volunteer Achievement Award (Volunteer Development Pin)</i></p>	<p>Progressive volunteers</p>	<ul style="list-style-type: none"> • Be a registered Girl Scout adult • Have completed a first successful service <ul style="list-style-type: none"> ○ on a board committee or ○ on a task group assignment or ○ on a community leadership team or ○ to GSUSA for one year 	<ul style="list-style-type: none"> • Submit an application describing the volunteer's accomplishments to the GS community recognitions task group, outlining how the service has benefited the girls and the organization during the current membership year. • GS community recognitions task group reviews the application and approves or denies the nomination.
<p><i>Girl Scout Mentoring Award (White Key)</i></p>	<p>Progressive volunteers</p>	<ul style="list-style-type: none"> • Be a registered Girl Scout adult • Have gained sufficient skills and experience as a coach or mentor • Coaches or mentors a new volunteer, resulting in their retention to continue volunteering for two years 	<ul style="list-style-type: none"> • Recognitions task group sends out notification of its decision.
<p><i>Girl Scout Volunteer Executive Award (Black Key)</i></p>	<p>Progressive volunteers</p>	<ul style="list-style-type: none"> • Be a registered Girl Scout adult • Served in a leadership role at the council or national level • Have made significant contributions as a board officer, delegate, chair/liaison, program consultant, board or group chair, volunteer community chair, or other clearly defined leadership capacity 	<ul style="list-style-type: none"> • Supporting documentation stays in the GS community.
<p><i>Girl Scout Volunteer Diversity Award (Gold Key)</i></p>	<p>Progressive volunteers</p>	<ul style="list-style-type: none"> • Be a registered Girl Scout adult • Have increased membership in underrepresented populations through program delivery, community cultivation, community collaboration • Have increased awareness and understanding through: <ul style="list-style-type: none"> ○ Enrichment events, training • Managing diversity by creating a system that supports the council's goals 	

<p><i>Girl Scout Community Cultivation Award (Silver Key)</i></p>	<p>Progressive volunteers</p>	<ul style="list-style-type: none"> • Be a registered Girl Scout adult • Increased volunteer membership by utilizing the talents and skills of all the dimensions of diversity: <ul style="list-style-type: none"> ○ 18-29 year old volunteers ○ episodic volunteers ○ males ○ 55+ • Increased girl membership that reflects the diversity in the council jurisdiction: <ul style="list-style-type: none"> ○ Racial/ethnic ○ Disability ○ Socio-economic • STUDIO 2B <ul style="list-style-type: none"> ○ Retaining 11-17 year olds ○ Marketing the concept to the community • Established effective partnerships that help achieve the council's membership goal <ul style="list-style-type: none"> ○ Corporations ○ Government agencies ○ Foundations ○ Small businesses ○ Religious institutions ○ Other 	<ul style="list-style-type: none"> • Submit an application describing the volunteer's accomplishments to the GS community recognitions task group, outlining how the service has benefited the girls and the organization during the current membership year. • GS community recognitions task group reviews the application and approves or denies the nomination. • Recognitions task group sends out notification of its decision. • Supporting documentation stays in the GS community.
<p><i>Girl Scout Fund Development Award (Copper Key)</i></p>	<p>Progressive Volunteers</p>	<ul style="list-style-type: none"> • Be a registered Girl Scout • Helped to reach the council's fund development goal by increasing financial and/or in-kind resources through: <ul style="list-style-type: none"> ○ Grants ○ Corporations/foundations ○ Major gifts • Increased individual contributions that reflects the diversity in the council's jurisdiction through: <ul style="list-style-type: none"> ○ Grants ○ Planned giving ○ Annual Giving ○ Bequests 	

Volunteer Recognitions at a Glance ~ Awarded at Girl Scouts Heart of the Hudson's Annual Meeting

Recognition	Who To Consider	Criteria	Nomination and Approval Process
Appreciation Pin	Volunteers actively giving outstanding service to at least one geographic area or program delivery audience	<ul style="list-style-type: none"> • Be a registered Girl Scout adult • Have significantly contributed to meeting one or more council goals in membership growth and retention, fund development, or increased community visibility in one geographic area • Actively recognize, understand, and practice the values of inclusive behavior <p>NEEDS TWO LETTERS OF ENDORSEMENT</p>	<ul style="list-style-type: none"> • Submit an application describing the Volunteer's accomplishments to the volunteer recognitions task group, outlining how the service has benefited the girls and the organization • The volunteer recognitions task group reviews the application and approves or denies the nomination • The volunteer recognitions task group sends notification of its decision to the council's board of directors for confirmation • Nominator will be notified of the council board of directors' decision after March meeting.
Honor Pin	Volunteers actively giving outstanding service in more than two geographic areas	<ul style="list-style-type: none"> • Be a registered Girl Scout adult • Have significantly contributed to meeting one or more council goals in membership growth and retention, fund development, or increased community visibility in two or more geographic areas • Actively recognize, understand, and practice the values of inclusive behavior <p>NEEDS THREE LETTERS OF ENDORSEMENT</p>	
Thanks Badge	Volunteers actively giving service impacting the council or the entire Girl Scout Movement	<ul style="list-style-type: none"> • Be a registered Girl Scout adult • Have taken a leadership role at the council level in one or more of the following areas during the previous four years <ul style="list-style-type: none"> ○ Increasing membership growth and retention ○ Increasing the percentage of adult-generated funding in the total council income ○ Increasing innovative program opportunities council-wide ○ Developing broad participation in policy-influencing through the democratic process ○ Ensuring that inclusive behavior is recognized, understood, and practiced at all levels ○ <p>NEEDS FOUR LETTERS OF ENDORSEMENT</p>	
Thanks Badge II	For prior Thanks Badge recipients	<ul style="list-style-type: none"> • Be a registered Girl Scout adult • Have taken a leadership role in developing a model that has been replicated at the national level in one or more of the following areas during the previous three years: <ul style="list-style-type: none"> ○ Membership, program, fund development ○ Pluralism, marketing and communications ○ Strategic leadership, human resources <p>NEEDS FOUR LETTERS OF ENDORSEMENT</p>	

Recognition	Who To Consider	Criteria
<i>President's Award</i>	For a geographic area team or program delivery team	<ul style="list-style-type: none"> • All be registered Girl Scout adults • Must have significantly contributed to meeting one or more council goals in membership growth and retention, fund development, or increased community visibility • Must reflect the diversity of the area they serve • Actively recognize, understand, and practice the values of inclusive behavior
<p>To be completed by volunteer community chair in consultation with her/his field manager.</p> <p>Application may be found on the Girl Scouts Heart of the Hudson website in the forms section: www.girlscoutshh.org</p> <p>DEADLINE for submission to be recognized at the council event is August 15, 2010.</p>		

Recognitions	Descriptions
<i>Numeral guards</i>	To recognize a member for years of membership with GSUSA. This award is given at five-year intervals and combines girl and adult years. Adults who have reached 25 years and above will be recognized at the GSHH Annual Meeting.
<i>Volunteer Years of Service Pin</i>	The Years of Service pin recognizes an adult member registered with Girl Scouts of the USA for her/his years of active volunteer service at five-year intervals (25, 30,35, etc.). This pin differs from the numeral guard in that it represents the number of years an adult volunteer has actively provided service, whereas the numeral guard recognizes years of membership. Awards for 25 years and above will be presented at the GSHH Annual Meeting

Recognition	Who To Consider	Recommended by	For information
<i>Special Supporters framed certificates</i>	To honor individuals, groups, Girl Scout members and community friends who have supported Girl Scouting	GS community leadership team or individuals familiar with nominee	Please contact Jamey Pratt 845-452-1810 ext 19 JPratt@girlscoutshh.org

Awards and Recognitions at the Girl Scout Community Level

**ORDER FORM FOR RECOGNITIONS TO BE PRESENTED
AT YOUR GIRL SCOUT COMMUNITY'S AWARDS EVENT**



Girl Scouts.

Please return with your community's packet so your leader's profile may be updated

All candidates must be a registered Girl Scout member by March 1, 2010

DEADLINE FOR SUBMISSION MARCH 3, 2010

This order form will be forwarded to your regional council shop to pre-order pins

Community _____ Date _____

Prepared by _____

Telephone # _____ Email _____

Normally, awards at the GS community level are paid through the GS community treasury.

Quantity	Recognition	Quantity	Recognition
	5 yr. Numeral guard		Outstanding Leader Pins
	10 yr. Numeral guard		Outstanding Volunteer Pins
	15 yr. Numeral guard		
	20 yr. Numeral guard		Leadership Development Pins (LDP)
			LDP Leaves – Green
	5 Years of Volunteer Service		LDP Leaves – Silver
	10 Years of Volunteer Service		LDP Leaves – Gold
	15 Years of Volunteer Service		
	20 Years of Volunteer Service		GS Volunteer Achievement Award
			White Keys
			Black Keys

**PLEASE COMPLETE THE OTHER SIDE OF THIS FORM.
THIS INFORMATION IS NECESSARY IN ORDER TO BE ABLE
TO UPDATE EACH VOLUNTEER'S PROFILE.**

Awards and Recognitions at the *Girl Scout Council Level*



**ORDER FORM FOR AWARDS TO BE PRESENTED
AT GIRL SCOUTS HEART OF THE HUDSON'S ANNUAL MEETING**

Please return with your community's packet so your leaders' profile may be updated

All candidates must be a registered Girl Scout member by March 1, 2010

DEADLINE FOR SUBMISSION: MARCH 3, 2010

Community _____ Date _____

Prepared by _____

Telephone # _____ Email _____

Quantity	Recognition	Quantity	Recognition
	25 yr. Numeral guard		Appreciation Pin
	30 yr. Numeral guard		Honor Pin
	35 yr. Numeral g uard		Thanks Badge
	40 yr. Numeral Guard		Thanks Badge II
	45 yr. Numeral guard		
	50 yr. Numeral guard		
	25 Years of Volunteer Service		
	30 Years of Volunteer Service		
	35 Years of Volunteer Service		
	40 Years of Volunteer Service		
	45 Years of Volunteer Service		
	50 Years of Volunteer Service		

PLEASE COMPLETE THE OTHER SIDE OF THIS FORM. THIS INFORMATION IS NECESSARY IN ORDER TO BE ABLE TO UPDATE EACH VOLUNTEER'S PROFILE.

**Girl Scouts Heart of the Hudson, Inc.
NOMINATION FORM - OUTSTANDING LEADER**



Complete and return this form to your volunteer community chair or adult recognitions coordinator. Award will be given at the GS community level.

All information is required. This form must be accompanied by TWO letters of endorsement from troop members or their families

Recommended candidate _____

Address _____

City, Zip _____

Girl Scout community _____

Recommending group or individual _____

Address _____

City _____ Phone _____

Email _____

Candidate information: Troop # _____ Level _____

Length of time candidate has been an active Girl Scout member _____

Date and type of training (* required to be a leader)

*Basic Leader and Level Training _____

OR

*Leadership Essentials _____

Other training _____

Describe how the candidate's work with girls has exceeded the expectations as described on the leader position description:

TWO letters of endorsement are accompanying this nomination from:

Name _____

Address _____

City, Zip _____

Phone _____

Name _____

Address _____

City, Zip _____

Phone _____

**Girl Scouts Heart of the Hudson, Inc.
NOMINATION FORM - OUTSTANDING VOLUNTEER**



Girl Scouts.

Complete and return this form to your volunteer community chair or adult recognitions coordinator. This award will be given at the GS community level.

(All information is required.)

Recommended candidate _____

Address _____

City, Zip _____

Girl Scout community _____

Recommending group or individual _____

Address _____

City _____ Phone _____

Candidate information: Troop # _____ Level _____

Length of time candidate has been an active Girl Scout _____

List candidate's position(s) in the community (other than leader/advisor, co-leader/advisor, and assistant leader/advisor):

Describe service and how the GS community has benefited from this service and in what way the service was beyond the expectations for the position held (other than leader/advisor, co-leader/advisor or assistant leader/advisor).

NOTE: Letters of support are NOT required, but may be attached to this nomination.

**Girl Scouts Heart of the Hudson, Inc.
NOMINATION FORM – PROGRESSIVE VOLUNTEER AWARD**



Girl Scouts®

Complete and return this form to your volunteer community chair or adult recognitions coordinator. Award will be given at the GS community level.

Recommended candidate _____

Address _____

City, Zip _____

Girl Scout Community _____

Recommending group or individual _____

Address _____

City _____ Phone _____

Candidate information: Troop # _____ Level _____

Length of time candidate has been an active Girl Scout _____

List candidate's position(s) in the community (other than leader/advisor, co-leader/advisor, and assistant leader/advisor):

Date and type of training received for the positions(s) held (an explanation of equivalent experience relative to the position held may be submitted):

Describe services rendered and how Girl Scouts has benefited from this service and in what way the service was beyond the expectations for the position held:

NOTE: Letters of support are NOT required, but may be attached to this nomination.

**Girl Scouts Heart of the Hudson, Inc.
Leadership Development Pin and Leaf Application Form**

Applicant's name _____ Email _____

GS community _____ Position _____

LEADERSHIP DEVELOPMENT PIN – requirements:

- 1 - Basic Leader training – year completed _____
OR Leadership Essentials
- 2 – First-aid and CPR training – year completed _____
OR
Name of adult in troop with first-aid and CPR _____
- 3 – Outdoor Camp Training - year completed _____
- 4 – Two meetings or events beyond the troop _____
- LEADERSHIP DEVELOPMENT PIN EARNED _____

Additional recognitions – LEAVES (**The training hours listed above may not be used towards earning the Leadership Development Leaves**)

NOT considered TRAINING hours – committee work, taskforces, volunteering outside of troop.

Advanced trainings both within the Girl Scout council and in the community, e.g., adult education, community colleges, etc. are potential training hours. Trainings must increase your skills in working with girls in order to count.

Green leaf: 10 hours of additional training, workshops, or courses. Five green leaves are replaced by 1 silver leaf.

Silver leaf: 50 hours of additional training, workshops, or courses. Five silver leaves are replaced by 1 gold leaf.

Gold leaf: 250 hours of additional training, workshops, or courses.



NOMINATION FORM 2010
Appreciation Pin, Honor Pin, Thanks Badge, Thanks Badge II
(All information is required.)

Recommended candidate _____

Address _____

City, Zip _____

Girl Scout community _____

Recommending group or individual _____

Email _____ Phone _____

This candidate is being nominated for (check one):

- Appreciation Pin, Honor Pin, Thanks Badge, Thanks Badge II

Length of time candidate has been an active Girl Scout _____

Troop leader/advisor -- # years _____ levels served _____ # troops _____

Community leadership team member – positions held, # years _____

Years _____ Position _____ # Years _____ Position _____

Years _____ Position _____ # Years _____ Position _____

Candidate has earned the following awards (must include year earned)

- Outstanding Leader, Outstanding Volunteer, Appreciation Pin, Honor Pin, Thanks Badge, Thanks Badge II

Describe the way service has been beyond the expectations for the positions held:

Multiple horizontal lines for describing service beyond expectations.

Community events chaired or event committees served on, # years

Event name _____ # Years _____ Chair _____ Co-chair _____ Committee member _____

Describe event, level(s) served and purpose

Horizontal lines for describing event, level(s) served and purpose.

Event name _____ # Years ____ Chair ____ Co-chair ____ Committee member ____

Describe event, level(s) and purpose

Event name _____ # Years ____ Chair ____ Co-chair ____ Committee member ____

Describe event, level(s) served and purpose

Event name _____ # Years ____ Chair ____ Co-chair ____ Committee member ____

Describe event, level(s) served and purpose

Event name _____ # Years ____ Chair ____ Co-chair ____ Committee member ____

Describe event, level(s) served and purpose

Second geographic area (if Honor Pin or Thanks Badge): Describe service, length of service and who benefited from service. If Thanks Badge II, please list service since awarded the Thanks Badge.

Other pertinent information that may be helpful:

A nomination form must be submitted for each nomination with attached letters of endorsement to accompany this nomination. Please use GSHH standardized endorsement forms.

- Appreciation Pin requires TWO letters
- Honor Pin requires THREE letters
- Thanks Badge requires FOUR letters
- Thanks Badge II requires FOUR letters

