

## Volunteer Position Description

# Volunteer Council Delegate/Alternate

**Summary:** Volunteer Council Delegate/Alternates are variously referred to as “members of the corporation”, and/or “voting members of the council”. According to our present bylaws, the members of the council shall be active members of the Girl Scout movement, 14 years of age and over. The membership shall be represented at council meetings by elected delegates/alternates referred to as voting members. Voting members of the council shall consist of:

- Delegate/Alternates elected by their Service Unit
- Members of the board of directors
- Members of the board development committee
- National Delegates/Alternates

**Term of appointment:** Elected from the active, local membership of Girl Scouts Heart of the Hudson, Inc. (GSHH) – registered members of the Girl Scout movement for a three-year term.

**Supervision:** The Volunteer Council Delegate/Alternate reports to the Service Unit Manager and the Membership team of Girl Scouts Heart of the Hudson, Inc.

**Support:** The Volunteer Council Delegate/Alternate receives support, guidance, and encouragement from the Membership team of Girl Scouts Heart of the Hudson. She/he has access to relevant learning opportunities and materials that prepare for and support this role.

### Responsibilities:

- Elect the officers of the council, the members-at-large of the board of directors, the members of the council board development committee, the seven (7) delegates-at-large, the delegates to the National Council of Girl Scouts of the United States of America, and, if vacancies occur, persons to fill vacancies among those delegates.
- Determine general lines of direction for Girl Scouting within the jurisdiction of the council by receiving and responding to reports and information from the board of directors.
- Amend the articles of incorporation and bylaws.
- Take all other actions requiring a membership vote.
- Report on delegate discussion to the service units.
- Conduct such other business as may, from time to time, come before the members.
- 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 Heart of the Hudson, Inc. and Girl Scouts of the USA (GSUSA).
- In the absence of the Volunteer Council Delegate, the Volunteer Council Alternate will fulfill the responsibilities. All Volunteer Council Delegate duties apply.

### Qualifications and core competencies:

- Registered and active members of Girl Scouts 14 years of age and over; willing to subscribe to and exemplify the principles expressed in the Girl Scout Promise and Law.



- Understands the council structure; willing to take training.
- Able to consider council action for the well-being of the organization including the seven-county council jurisdiction.
- Time to attend and participate in council meetings as necessary.
- Knowledge or willingness to understand GSHH council bylaws.

**Annual meeting:**

Each membership year the President shall call one Annual Meeting of the voting members of the corporation, to be held February or March, at a date, time, and place, determined by the Board of Directors. There shall be a minimum of two meetings of the Delegates per membership year, one being the Annual Meeting, called by the President.

Prior to the annual council meeting delegate/alternates should:

- Study the pre-meeting mailing
- Plan to attend the meeting
- RSVP to invitation

**Additional requirements:**

- Previous Girl Scout volunteer experience preferred
- Express ideas and facts clearly and accurately
- Become a registered member of GSUSA