



New Leader Training

Step 3: Brownie Grade

Level Essentials

Questions? The Volunteer Training and Support Team is here to help! Simply email memberservices@gsep.org and one of our Specialists will get back to you soon!

Don't forget to check out the volunteer pages at www.gsep.org for helpful resources right at your fingertips!

GIRLS FOREVER!

In Thailand, all schoolchildren wear uniforms. And each day, they place their lunches in the middle of the table and share their food.

หญิงสาว means “girl” in Thai, the language of Thailand. It sounds like **say-ow**.

Some girls in Thailand work on their family’s farm. They plant and gather rice from the fields, feed and tend animals, and collect eggs.

Some girls take part in making silk, too. They feed mulberry leaves to silkworms, which look like caterpillars. When the silkworms spin their cocoons, the girls gather them and learn to turn their silk threads into yarn, and then into cloth.



Favorite Girls



What are your favorite girl characters like? Are they brave? Are they strong? Are they **heroines**? What do they do to make the world better?

Name your favorite characters and what you like best about them. Then fill in what’s best about being you! You can add to this list for a long time!

What’s best about
my favorite girl characters

What’s best about me

Our Mission

Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

Girl Scout Promise

On my honor, I will try:

To serve God and my country,
To help people at all times,
And to live by the Girl Scout Law.

Girl Scout Law

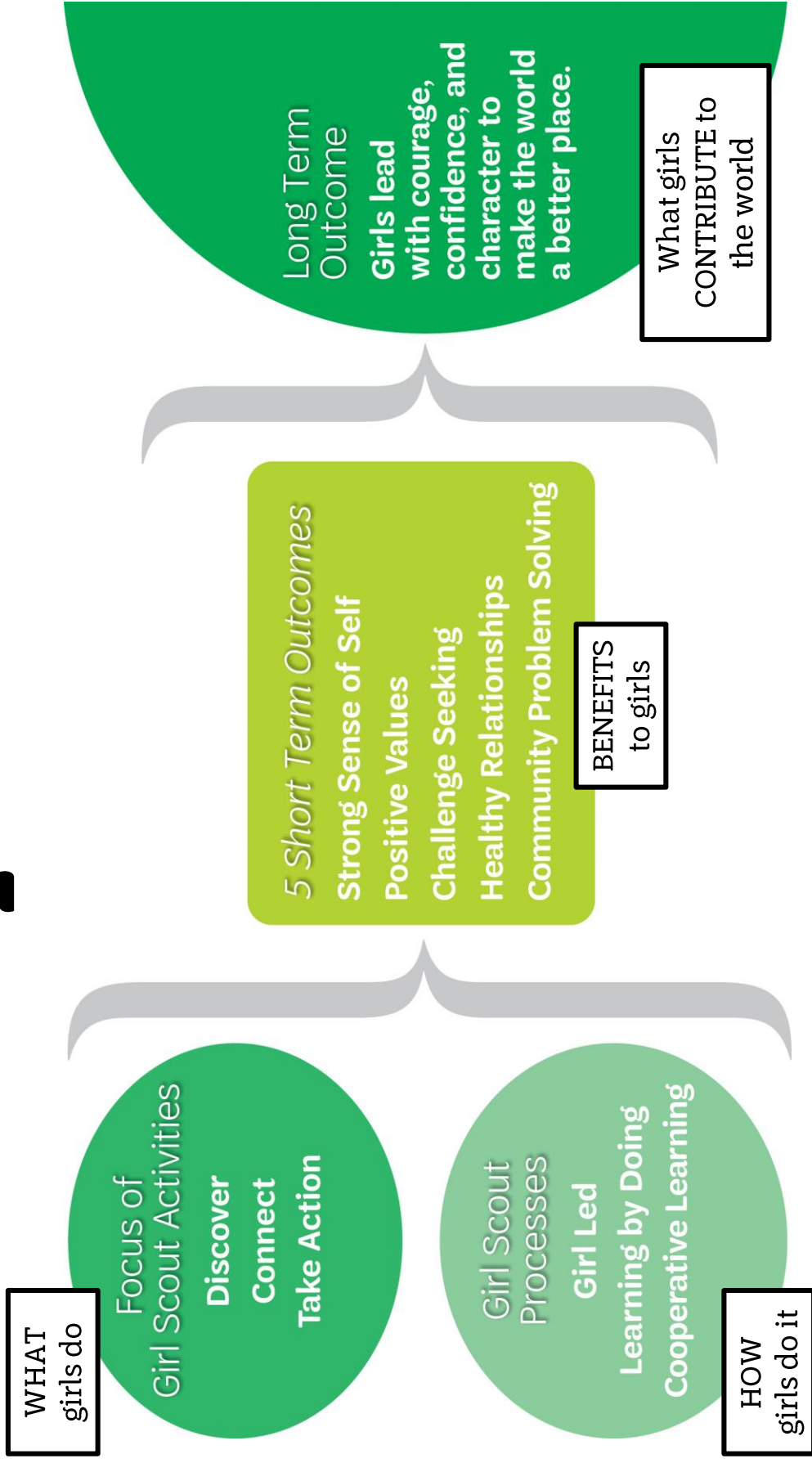
I will do my best to be

honest and fair,
friendly and helpful,
considerate and caring,
courageous and strong, and
responsible for what I say and do,

and to

respect myself and others,
respect authority,
use resources wisely,
make the world a better place, and
be a sister to every Girl Scout.

Girl Scout Leadership Experience



How the National Girl Scout Program Portfolio Works

The Girl's Guide to Girl Scouting

- ▶ Handbook Section
- ▶ My Girl Scouts Section
- ▶ Awards Section
- ▶ Legacy Badge: Topic Areas
 - Artist
 - The Girl Scout Way
 - Citizen
 - Cook
 - First Aid
 - Athlete
 - Naturalist
- ▶ Financial Literacy Badges

Girls can earn a different Financial Literacy Badge each year. (Daisies earn Financial Literacy "leaves.")
- ▶ Cookie Business Badges

Girls can earn a different Cookie Business Badge each year. (Daisies earn Cookie Business "leaves.")
- ▶ Make Your Own

PLUS

- ▶ My Promise, My Faith Pin
 - ▶ Journey Summit Pin
- For Designated Levels**
- P.A., CIT, VIT
 - Bronze, Silver, Gold Awards

National Leadership Journeys

"Leadership Awards" for Girls

It's Your World—Change It!

- ▶ Skill-Building Badge Set: Topic Areas
 - Performance
 - Healthy Living
 - Digital Arts
 - Storytelling
 - Science & Technology

It's Your Planet—Love it!

- ▶ Skill-Building Badge Set: Topic Areas
 - Outdoors
 - Practical Life Skills
 - Do It Yourself
 - Craft
 - Investigation

It's Your Story—Tell It!

- ▶ Skill-Building Badge Set: Topic Areas
 - Animals
 - Manners
 - Adventure
 - Creative Play
 - Innovation

Skill Building Badge Sets

Girls choose a set to add into their Girl's Guide and enjoy along their Journey!

- Brownies through Seniors will all have their own specific Badge in each of these topic areas.
- Initial Badge Sets — More can be added based on major funders or great ideas from girls or the field.

New Program Content: In Market for FY2018

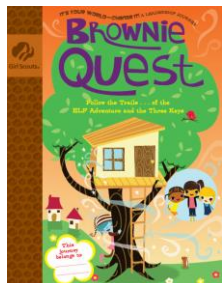


	Journey					Multi-level	Available On VTK	Available for download in online store	Available for sale in council store	Take Action Awards
	Daisy	Brownie	Junior	Cadette	Senior	Ambassador				
Think Like an Engineer							Yes	No	No	Yes
Think Like a Programmer							Yes	No	No	Yes
Think Like a Citizen Scientist							Yes	No	No	Yes
Outdoors							Yes	Yes	Yes	Yes
Civic Engagement							Yes	Yes	Yes	
Engineering							Yes	No	No	
Robotics							Yes	Yes	Yes	
Troop Camping							Yes	Yes	Yes	

It's Your World - Change It!

This Journey series helps girls understand what it means to be a leader who makes a difference in the world through unique leadership and advocacy challenges.

Brownie Quest

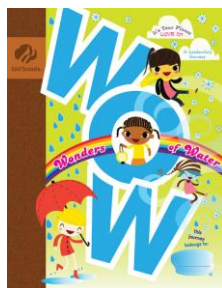


What are the most important keys for a Girl Scout to own? This quest, which has second- and third-graders traveling along two colorful trails—one they can enjoy on their own and one they explore with their Girl Scout group—answers that question in a very special way. Along the Quest, Girl Scout Brownies will meet three new friends and a bright and shining elf—in a brand-new Brownie story meant to inspire their own Take Action Projects. The accompanying adult guide offers all the tips needed to create and maintain a sense of fun and mystery along the entire Quest. Instructions for a Brownie Brainstorm, Brownie Team Trade, and other activities ensure a quality and fun time for the girls.

It's Your Planet - Love It!

This Journey series invites girls to make sense of the wealth of environmental information available so they can act for the betterment of Earth and its inhabitants.

WOW! Wonders of Water

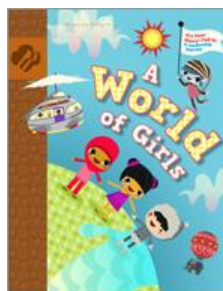


The Brownie friends and Brownie ELF enjoy some wonder-filled adventures as they invite the real-life Brownies to explore the Wonders of Water. As they dive in, the Brownies realize they can create another big WOW as they try out new Ways of Working as a team. Brownies learn about the water cycle through a "Green Tea for the Blue Planet," and enjoy making their own rainbows as they explore the precious resource of water. Brownies pledge to LOVE water by protecting it, then team up to advocate for other people to SAVE water, too. As they SHARE what they have learned, they find they can inspire even more people to protect Earth's water. Along the way, Brownies experience what it is like to live in places where there is not enough water. They come to understand why the right to clean water is so important to everyone on Earth. Along the journey, the Brownies earn their LOVE Water, SAVE Water, and SHARE Water awards. As they celebrate their leadership accomplishments, they add the WOW! award to their vests, too!

It's Your Story - Tell It!

This Journey series gives girls the opportunity to tell their stories through a range of creative approaches. It's designed to strengthen a girl's sense of herself and boost her capacity to seek and meet challenges in the world.

A World of Girls



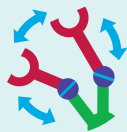
Stories are all around us – in movies, in books, in television shows, advertisements, on the news, and even on cereal boxes. Stories inspire. Stories motivate. Stories spark imagination and help girls learn about themselves and the world. *A World of Girls* helps engage Brownies in this wider world or stories in a way that gets them looking for clues to help make the world a better place. With some help from Brownie Elf along the way, girls see how they can create positive change in the world—change that affects girls.

New Journeys and Badges

Here's the inside scoop on our newest
STEM and Outdoor programs!

New Girl Scout offerings for STEM and Outdoor are on the way! Each is topic-specific, aligned to the five program outcomes, and can be used as a prerequisite to the Bronze, Silver, and Gold Awards. Look for these new Journeys and badges as they roll out **this summer** at your Girl Scout council. Until then, here's a sneak peek at what's coming.

STEM JOURNEYS



Engineering | Think Like an Engineer Girls learn how to think like a designer by participating in hands-on design challenges and completing a Take Action project.

DEVELOPED IN PARTNERSHIP WITH WGBH/DESIGN SQUAD. DAISY THROUGH JUNIOR, MULTI-LEVEL (K-5) ●●●●

Computer Science | Think Like a Programmer Girls participate in interactive computational-thinking activities to learn how programmers solve problems. Girls also complete a Take Action project. DEVELOPED IN PARTNERSHIP WITH CODE.ORG. DAISY THROUGH JUNIOR, MULTI-LEVEL (K-5) ●●●●

Outdoor STEM | Think Like a Citizen Scientist Girls learn the scientific method by undertaking a citizen science project that involves making observations, collecting data, and working with scientists to receive feedback on research and findings. Girls also complete a Take Action project. DEVELOPED IN PARTNERSHIP WITH SCISTARTER. DAISY THROUGH JUNIOR, MULTI-LEVEL (K-5) ●●●●

OUTDOOR JOURNEY



Outdoor Anchored by the Troop Camping badge, this new Journey will deepen girls' outdoor skills through badges that lead to a Take Action project and inspire girls to take an interest in environmental stewardship. DAISY THROUGH AMBASSADOR ●●●●●●

BADGES

Engineering | Robotics Girls design their own robots after learning how they're built and programmed. "Unplugged" activities allow girls to earn badges without buying kits.

DAISY THROUGH JUNIOR ● ● ●

Engineering | Mechanical Engineering Girls complete hands-on engineering activities, such as building and testing roller coasters, race cars, and jumping robots.

DEVELOPED IN PARTNERSHIP WITH GOLDIEBLOX. DAISY THROUGH BROWNIE ● ●

Girls' Choice | Troop Camping This year, girls from across the United States had the chance to vote for their favorite badge category and topic. And the winner is...Troop Camping! DAISY THROUGH AMBASSADOR ● ● ● ● ● ● ●

New Daisy Badges Two new Daisy badges, Outdoor Art Maker and Good Neighbor, give Daisies a chance to get in on the creativity other Girl Scouts already enjoy and discover all about their school, city or town, and state! DAISY ●



The Girl Scout Leadership Experience

Through Girl Scouting, girls unleash their skills, talents, and passions. They connect with other Girl Scouts and people in their communities, *and* they take action to change the world. Our program is girl-led, so girls team up and work together to explore the things that interest them most as they learn by doing. That's how Girl Scouts unleash their inner G.I.R.L. (Go-getter, Innovator, Risk-taker, Leader)TM as they achieve the five leadership outcomes:

**Sense of self • Positive values • Challenge seeking
Healthy relationships • Community problem solving**

DAISY

BROWNIE

JUNIOR

CADETTE

SENIOR

AMBASSADOR

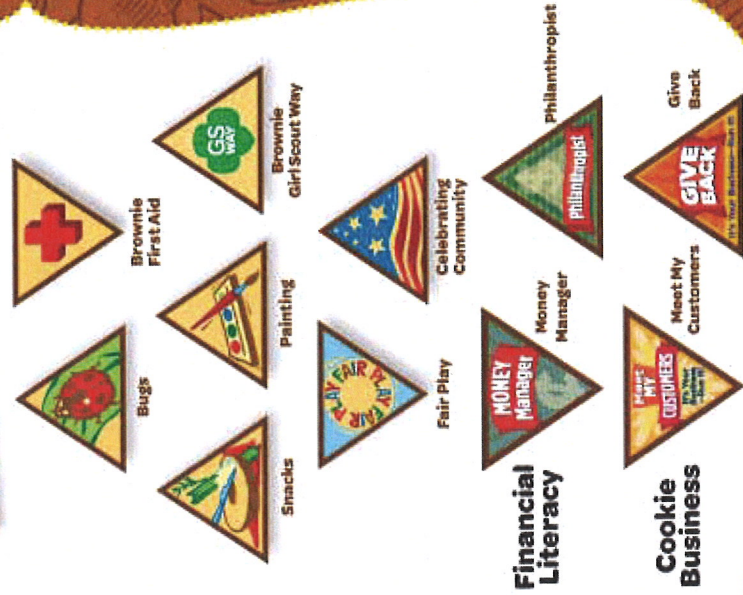
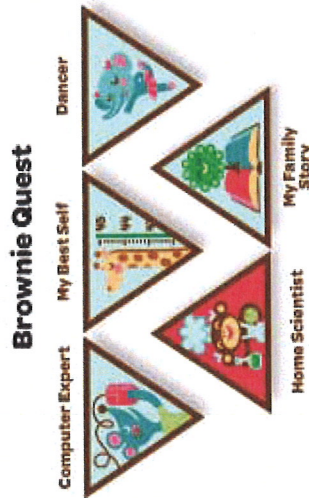
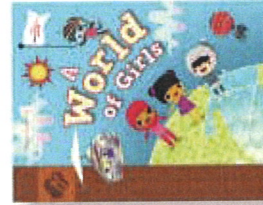
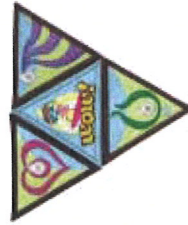
MULTI

What Brownies Do*

Choose a Journey
and earn the awards

Want to earn
more Badges? Add
the Badge sets

Use them all with
The Girl's Guide to
Girl Scouting



* Remember to add in trips, outdoor adventures, the cookie sale and more! See ideas in all the girl's books.

What's New for Brownie Girl Scouts

Robotics Badges



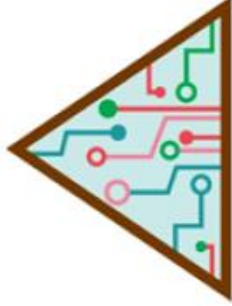
Engineering Badges



Engineering Journey - Think Like an Engineer



Computer Science Journey - Think Like a Programmer



Outdoor Stem Journey – Think Like a Citizen Scientist



Outdoor Journey



 = Current badge
 = New content



Volunteer Toolkit Overview



The Girl Scout Volunteer Toolkit (VTK) is a comprehensive digital tool accessible on your computer, smartphone or tablet. This addition to Girl Scouting will make it easier for you as a leader to help girls put their plans into action and communicate with the parents or adults in your troop.

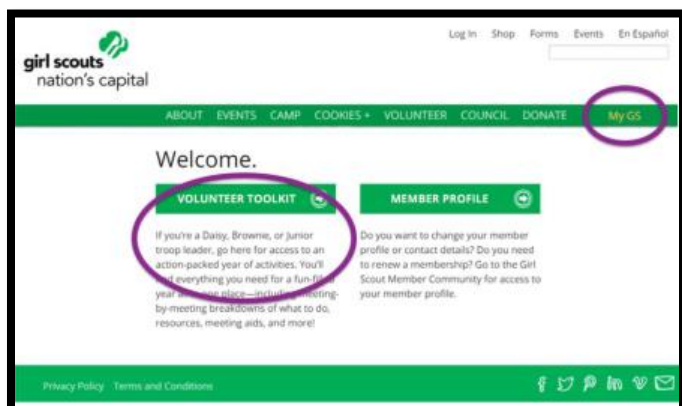
Who can access the Volunteer Toolkit (VTK)?

All troop leaders and parents can access VTK. Leaders can use VTK for troop management and meeting planning. Parents can view their child's information and meeting plans only. If you need assistance accessing VTK, please contact Member Services MemberServices@gsep.org

Leaders are encouraged to login and get familiar with the functionality and available materials. It will make it much easier to manage your troop and engage parents.



Accessing the VTK



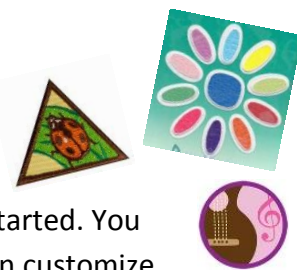
As an approved troop volunteer, you can visit our website and click on the yellow **My GS** tab, where you will enter your login to gain access. The VTK can be used from any computer or electronic device with internet capability. You can print meeting plans or download them to your personal computer using remote internet access or email the meeting plan to any parent who is helping with the meeting.

Using the VTK to manage your troop

Daisy through Junior-level leaders will have access to three full-year plans, including one year of Girl Scout badges and a choice of two Girl Scout Journeys. These pre-made plans provide everything you need to get started. You can set your meeting calendar to include locations, dates, and times. You can customize activities, delete ones that your girls don't want to do, and replace them with new ones. The VTK

also allows leaders to keep attendance and track the badges each girl earns.

Although the Cadette through Ambassador-level badge and Journey program resources are not currently loaded in the



VTK, girls and their advisors can use the “Create Your Own Year Plan” function to plan meetings.

The image shows two overlapping screenshots from the VTK interface. The top screenshot is the 'ADD AN ACTIVITY' form, which has two tabs: 'CUSTOM ACTIVITY' and 'COUNCIL ACTIVITY'. The 'COUNCIL ACTIVITY' tab is selected, showing fields for date (10/01/201), time (04:00 PM to 06:00 PM), location (123 Blooming Grove Ave.), and an activity description. The bottom screenshot shows the 'MY TROOP' dashboard with tabs for 'MY TROOP', 'YEAR PLAN', 'MEETING PLAN', 'RESOURCES', 'MILESTONES', and 'REP'. The 'YEAR PLAN' tab is selected, showing a 'YEAR PLAN LIBRARY' with a 'Customize Your Troop Year' option.



Want to learn more?
Look for VTK webinars and recorded
trainings on our website

www.gsep.org

Using the VTK to communicate with troop families

Since it is connected to the GSEP member registration system, the VTK allows all leaders to manage troop contacts and communicate with families. You can easily generate customized emails that tell families what to expect at each meeting.

The image shows two overlapping screenshots from the VTK interface. The left screenshot shows the 'TROOP 123 INFO' section with a list of troop members and their contact information. The right screenshot shows a 'REMINDER EMAIL' template for a meeting on Tuesday, September 01, 2015, from 06:00 PM to 07:00 PM. The email template includes a subject line, a body with meeting details, and a list of activities for the meeting.

Name	Parent / Caregiver	Email	Phone
Clivia Berger	Jack Berger	berger3@aol.com	781.555.5555
Sadie Bronson	Shelli Bronson	nlrur@gmail.com	781.555.5555
Angela Babin	Sydney Babin	sbabin@hotmail.com	781.555.5555
Angela Babin	Sydney Babin	sbabin@hotmail.com	781.555.5555
Angela Babin	Sydney Babin	sbabin@hotmail.com	781.555.5555
Angela Babin	Sydney Babin	sbabin@hotmail.com	781.555.5555
Eliza Berger	Jack Berger	sbabin@hotmail.com	781.555.5555
Secondary info:		jamie@aol.com	599.999.9999

REMINDER EMAIL
Reminder Meeting #1 Tue Sep 01, 2015 06:00 PM - 07:00 PM
Sent: None

ADDRESS LIST
☒ Parents / Caregivers ☐ Troop Volunteers
Enter your own: enter email addresses separated by semicolons

COMPOSE EMAIL
Subject: Reminder 1: Daily Meeting #1 Tue Sep 01, 2015 06:00 PM - 07:00 PM

Normal - [Formatting options]

Hello Girl Scout Families,

Here are the details of our next meeting:

Date: Tue Sep 01, 2015 06:00 PM - 07:00 PM
Location: leadership center
317 7th ave suite 201 cedar rapids ia 52401
Topic: jump into journeys/badges

This meeting will introduce girls to the Girl Scout Leadership journeys and the Daisy Petals. Girls will then decide what they want to do during their Daisy year.

Prepare Ahead

- Talk with your Friends and Family Network members about their roles for the meeting. Make sure they understand what they will be doing, have copies of the materials, and know what to do and say during the activity.
- Make healthy snacks or ask someone in your Friends and Family Network to bring them.
- Activity 1:** For the Daisy Petal Kapper Chart, go cut the **Daisy Petal Template** so they are ready for girls to color. Make a simple Kapper Chart on poster board with the dates of your meeting along the left side and various jobs (such as opening, hostess, clean-up, closing) along the top. You can add more **jobs** throughout the year as needed.
- Activity 2:** Print, and spend some time becoming familiar with the **Daisy Adventure Map, Daisy Flower Friends, Daisy Petals, Between Earth and Sky Journey Awards, 5 Flowers, 4 Stories, 3 Cheers for Animals Awards**.
- Optional: Post the Girl Scout Promise where girls can see it from the Daisy Circle.
- Tape poster paper or mural paper on a wall. Label the top of the paper Our Favorite Flowers.
- Tape poster paper or mural paper on a wall. Label the top of the paper We Feel Happy Outside When We....
- Tape poster paper or mural paper on a wall. Label the top of the paper Animals Need Our Help.

Get Help from Your Friends and Family Network

For questions about the VTK please contact Member Services at
MemberServices@gsep.org

Using the Volunteer Toolkit



You must be a currently registered adult and approved Troop Leader for your troop to access and make changes to the Volunteer Toolkit (VTK) functions. To access the Volunteer Toolkit, go to www.gsep.org and click on the **My GS** tab. Enter your login information. If you need help logging in, please contact our Member Services team at MemberServices@gsep.org

The following four tabs make up the Volunteer Toolkit:

My Troop

Manage troop contacts, track awards and badges, track attendance, and communicate with parents/guardians.


- Click on a girl's name to see detailed information like her address, birthday, and phone number.
- You can see a list of awards, badges, and attendance in each girl's record.
- Click on email contacts to email all the families in your troop.

Year Plan

For Daisy, Brownie, and Junior leaders: when logging into the VTK for the first time, you will have four options under the Year Plan library: two Journey Year Plans (It's Your Story and It's Your Planet series) one plan for petals or badges, and one "Create Your Own" Year Plan. Cadette through Ambassador Leaders will only see the "Create Your Own" Year Plan, as badge and Journey program resources are not yet available for these grade levels. Using these tools, girls can be more involved in planning their troop year. Multilevel troops will have a choice of Daisy, Brownie and/or Junior levels to choose activities for.

- The petal/badge and Journey Year Plans* are organized by 15 meetings in default order.
- Use the Specify Dates and Locations tab to set your meeting dates/times and troop meeting location. Under Calendar, you can set meeting dates, frequency, and times (make sure to add in any holidays that will change your regular meeting times). Click "Update Calendar" to save your changes. Under Location, you can add your meeting location and address. Click "Add" to save your changes.
- To combine troop meetings, you can organize multiple meetings on the same date. To do this you need to click on the troop meeting date in your year plan. In the pop up box, click on the calendar and choose to combine meeting dates. Choose one date for both meetings and click save.
- Look for Milestones in orange to remind you of upcoming dates for council events, product sales, and other important dates you need to know.
- You can access last year's year plans by clicking on the See Past Years tab.
- There are 18 meetings that offer ideas to girls outside using petal/badge activities-
 - Daisy- one meeting for each petal- Lupe and Clover

For questions about the VTK please contact Member Services at
MemberServices@gsep.org

- Brownie- two meetings for the following badges: First Aid, Making Games, Snacks, and Senses.
- Junior two meetings for the following badges- First Aid, Detective, Simple Meals, and Staying Fit.
- In each meeting where there are outdoor links, you will see an evergreen tree symbol  you can click on to see a choice between doing the activity inside or outside. Depending on what you choose, the activity will be customized to the setting (and if you choose to do the activity outside, the tree turns green).

Meeting Plan

Customize activities, delete ones your girls don't want to do, and replace them with new ones.

- Choose a meeting by clicking on the colored meeting date box. You must specify your meeting dates and location under the Year Plan tab to see your Meeting Plans.
- In each meeting you will see:
 - **Overview** - Click on the overview to see a quick summary of the meeting you are viewing.
 - **Activity Plan** - Gives you details of each meeting's activities.
 - **Materials List** - Tells you everything you need for that meeting.
 - **Edit/Send Meeting Email** – Gives you a scripted email for families that you can edit as needed to remind them of what the girls will be doing at that meeting.
 - **Record Attendance and Achievements** – This is where you can keep track of what badges girls have earned and who was at each meeting. It is populated into each girl's information in the My Troop tab.
 - **Meeting Aids** - Includes worksheets, songs, and other types of reference materials you will need for meeting activities. If there are outdoor components to the meeting, you may also see videos to help you get girls outdoors.
 - **Meeting Agenda** - Lists all the activities for the meeting with the recommended times for each activity. You can change the order of activities by "dragging and dropping," or delete activities by clicking on the activity title. You can also edit the times allowed for each activity. Activities with an outdoor component will have an evergreen tree you can click on to get girls outside with the activity.
 - **Add Agenda Item** – This is where you can customize your meeting by adding additional activities (like celebrating Juliette Low's Birthday) to customize your troop meeting.
 - **Your Opinion Matters!** - For meetings with an outdoor component, take the time to do a quick survey to let GSUSA know what you thought about the activities. This will help them to continue to improve VTK with your input.
 - **Add a Note**- you can leave notes to the other leaders in your troop to see. Parents cannot view notes.
 - Select **Year Plan** to return to your troop's year plan.

Resources

Search the Volunteer Toolkit for meeting aids.

- Search by typing in the name of the resource you are looking for (like a kaper chart) and you can add it to any meeting in your year plan. You will not be able to access resources from our website using this tab.

What if I am leading multiple troops or a multilevel troop?

- If you manage more than one troop, the Volunteer Toolkit has a drop down tab located above the Finance tab that allows you to switch back and forth between your troops.
- If you are a multilevel troop, when you go to Year Plan Library you will have the option of “**Create your Multi-Level Troop Year Plan**”.
 - Click **Create Your Year Plan** and then choose what age levels you want (Daisy, Brownie and/or Junior).
 - Once age levels are selected, you can choose between Badge, Journey, Award Earning, Intro and Closing.
 - Choose your meeting plan type(s) and click **View Meeting Plans**.
 - Choose the meeting plans you want. Make sure if a badge has two meeting plans (part one and two) that you choose both meeting plans.
 - Click **Add To Year Plan** to add your meetings.
 - To combine meetings on one date (this way you can have your Daisy, Brownie and/or Junior meetings on the same date), you need to click on the colored meeting date box for the date you want to combine meetings. Find your meeting date and click on the calendar icon. This will open a box with the choice to Change Date/Time, Cancel Meeting or Combine Meetings. Choose Combine Meetings and click on the meetings you want to combine. Click Continue and use the calendar to choose the date for those meetings to occur. Click Save and when you view your Year Plan, you will see multiple meetings on that date.

Using the Member Profile



As a currently registered adult and an approved Troop Leader, the Member Profile section under the **MY GS** tab allows you to manage your membership, view troop information, and edit your personal information.

The following tabs make up the Member Profile section:

MEMBERSHIP

View your household membership.

TROOPS

Renew your role as a leader, view your girl and adult troop members, re-register your troop members and view/edit your troop meeting information.

FAMILY PROFILE

Edit your personal information, including email preferences.

ACTIVITIES

GSEP is not using the Activities tab for event registration. Please log into our Event Registration System to sign up for meetings, Spark events or camp.

Add an Activity

To add your own custom activity, click on CUSTOM ACTIVITY and populate all the fields and click add. The custom activity will appear in your year plan. Parents will be able to see it when they log in.

ADD AN ACTIVITY

CUSTOM ACTIVITY

COUNCIL ACTIVITY

Activity Name

mm/dd/yy

04:00

PM

06:00

PM

Location Name

Location Address

Cost

Activity Description

ADD ACTIVITY

Volunteer Toolkit Frequently Asked Questions



You probably have a lot of questions about the Volunteer Toolkit. We've put together a list of frequently asked questions to help you get started. Don't see what you're looking for? Contact our Member Services team at MemberServices@gsep.org with any additional questions.

1. Why can't I register for programs, camp, etc. through the VTK?

- Currently, you can only register or renew membership through the VTK. To do so, visit www.gsep.org and click on the **MY GS** tab to access the Volunteer Toolkit.
- To register for camp, programs, and learning opportunities, click Program/Event Registration on the www.gsep.org homepage.

2. Why does the VTK only include Year Plans for K-5 troops?

- In order to use our resources wisely, we had to narrow our focus when initially implementing the VTK. Since older girls have more experience making decisions and planning their own meetings, we chose to implement the K-5 meeting plans first.
- Older girl troops can still use the VTK to communicate with families and plan meetings with the Create Your Own Year Plan function.

3. What is not in the VTK?

- Information on Highest Awards, bridging, safety awards, and additional badges and awards are not included in the VTK. Refer to the *Girls' Guide to Girl Scouting*.

4. What can parents/caregivers view in the VTK?

- Parents/caregivers can log in to their online account using the **MY GS** tab on our website and view parts of the VTK, although they cannot make any changes.
- Using the **Troop** tab, parents can view their girl's membership. Parents cannot see other girls' information.
- They can view the Year Plan and Meeting Plan, included Custom activities, the troop leader added to the year plan and search for Resources.
- Parents/caregivers can use their online account to make changes to their Girl Scout's information (contacts, membership, family profile), but cannot change the troop information.

5. If I don't have internet at my meeting place, how will I access the VTK?

- You can download and save your VTK plans into any digital device, laptop, tablet, or smart phone.
- You can also print VTK plans to take with you to your meeting.

6. What about volunteers who don't have internet access at home?

- The VTK can be accessed from any electronic device – tablet, smart phone, or laptop – with internet capability. Libraries are a great resource for those who don't have access to internet at home.

Here are just a few ideas for games, activities, and songs that have been long-time favorites at GSEP facilities. They can be applied to girls of all ages. Feel free to get creative and tailor them to your girls' interests or a themed meeting or event! Search online for more ideas - Pinterest is a great resource! Need to hear the tune of a song? Check out YouTube! You'll be surprised how the Girl Scout tradition of singing can bring your girls together. Don't forget to let girls lead -learning new games and songs are great opportunities for girls to take turns teaching their fellow scouts!

Games

- **Buddy Tag** – Every girl chooses a buddy and runs around hooked to their buddy's elbow. The girl who is it links onto one of the buddies and then the other buddy becomes it.
- **Buffalo Bill** – If a girl gets tagged, she lays on her back with her limbs in the air. To get free, someone must tap each of her limbs and say "1, 2, 3 - buffalo free!"
- **Snake in the grass** – If a girl gets tagged, she has to lie on the ground like a snake. Then she can tag other girls by slithering around on the ground and tagging them.
- **Clothespin Tag** – Each girl gets three clothespins and must attach them to other people. The first person to give away all their clothespins wins.
- **Everybody's It** – Everyone is it, the first time a girl gets tagged, she runs around with her left hand up, second time her right hand, and third time she goes down on her knees. She can get freed by tagging someone that runs by her.
- **Duck and Cover** – Girl in the middle of the circle points to someone and says duck and cover. That girl ducks and the people on either side turn to each other and shout each other's names.
- **Beep Beep Pillow** – Girls sit in a circle. The girl in the middle closes her eyes and spins around a few times, then bends down and crawls around until she gets to someone in the circle. That girl says "beep beep pillow" in a disguised voice. The girl in the middle tries to guess who it is.
- **Everything But the Kitchen Sink** – Leaders make a list of items and girls can bring anything they want to the circle. They get points for items they bring that are on the list.
- **Group Juggle** – Girls stand in a circle and call out someone's name, and throw an object to them until everyone in the circle has had the object. Repeat the sequence again but throw around a ton of objects.
- **Camouflage** – Leader yells "camouflage" and girls have ten seconds to hide. If you see a girl, call her name and she'll come back. When you yell "breakout," all the remaining girls run back to you and try to be the first one to tag your back – the first girl is declared the winner.
- **Ladders** – Girls choose a buddy and sit with their feet together like the rungs of a ladder. Each pair of girls has a number. A leader calls out random numbers. When your pair's number is called, both girls stand up, run over everyone else's feet, and race back to their spot.
- **Daisy** – One girl is Daisy and everyone else is blindfolded. All girls call out Daisy. Daisy stands still while the group tries to find her.
- **Spud** – Each girl has a number. One girl throws a ball in the air and calls a number. Everyone runs, unless your number is called – then you must get the ball and yell stop. You can take two large steps and then must throw the ball at someone, if you miss, you get a letter. If you hit the person, they get a letter. You don't want to get letters. The letters are S-P-U-D – once you spell spud, you are out.
- **Blue Aardvark** – Every girl has a buddy except one, who will run and grab another girl's buddy by the hand and take them back to their spot in the circle. The new person without a buddy will run and find someone else. This keeps going until the leader counts to 100 out loud. The girl left in the center at 100 is the blue aardvark.

Activities

Soap carving
Make sock puppets/finger puppets/brown bag puppets
Gimp
Mobiles
Dream Catchers
Scavenger hunt
Finger printing activity
Egg Drop
Make kites
Night hike
Camp craft skills – knots, saws, pocket knives
Face painting
Rhythm instruments
Water carnival
Paper bag skits
Have an unbirthday party
Dance party

Dress up clothes
Marshmallow and spaghetti bridges
Popsicle stick bridges
Teddy bear picnic
Water fights
Haunted house
Pajama fashion show
Board games
Make words out of bodies
Make your own ice cream
Broom hockey
Origami
Charades
Popcorn party
Facials
Friendship bracelets
Newspaper dress ups
Relays
What else could this be?

Songs

The Alligator Song:

This is a repeat song

The alligator is my friend
He can be your friend too I'd rather have him as my friend than wear him on my shoe
(softly) Alligator
(medium) Alligator
(loud!) Alligator
Can be your friend, be your friend, be your friend too!

Start over and use slacks, shirt, purse, hat, etc in place of shoe

The Moose Song:

There was a moose
And he drank a lot of juice
There was a moose
And he drank a lot of juice

Chorus: Say woah-o-o-oh!
Woah-e-o-e-o-e-o

Waaay-o Waaay-o
Woah-e-o-e-o-e-o

The Moose's name was Fred
And he drank his juice in bed
The Moose's name was Fred
And he drank his juice in bed
Chorus

He drank his juice with care
But he spilled some on his hair
He drank his juice with care
But he spilled some on his hair
Chorus

Now he's a sticky moose
But he's still a moose
Full of juice
On the loose!
Chorus

Penguin Song:

Chorus: (Together) Have you ever seen a penguin
drinking tea?

Take a look at me, a penguin you will see.

Penguins attention

Penguins begin

Right flipper (move right arm)

Chorus

Right Flipper (move right arm), Left Flipper (move left
arm)

Chorus

Right Flipper (move right arm), Left Flipper (move left
arm) Right Flippy-foot (move right foot)

Chorus

Right Flipper (move right arm), Left Flipper (move left
arm) Right Flippy-foot (move right foot), Left Flippy-
foot (move left foot)

Continue on with tail feather (stick out butt), tongue out,
spin around, etc.

Princess Pat:

The Princess Pat

Wide infantry

She sailed across

The seven seas

She sailed across

The channel too

And she took with her

A rickabamboo

Chorus: A rickabamboo

Now what is that?

It's something made

By the Princess Pat

It's red and gold

And purple too

That's why it's called

A rickabamboo

Now captain Jack

Mrs. O'Leary:

Late last night when we were all in bed (pretend to
be asleep)

Mrs. O'Leary lit a lantern in the shed (pretend to hang
a lantern)

And when the cow kicked it over, she winked her eye
and said (wink your eye)

"It'll be a hot time in the old town tonight (wave
hands like it's hot)

Fire! Fire! Fire! (throw hands up)

Pour on water! Pour on water! (dump a bucket)

Save my children! Save my children! (frantic)

Jump lady jump! Huh! (jump)

Each time you go through, just do the motion and
don't say the word until the end when you put all the
words back and sing it as loudly as you can.

Had a mighty fine crew

He sailed across

The channel too

But his ship sank

And yours will too

If you don't take

A rickabamboo

Chorus

Now Captain Kirk

Was quite a jerk

And Mr. Spock

He ain't no jock

But the enterprise flew

And yours will too

If you just take

A rickabamboo

Chorus

Girl Scout Brownie Vest



Place your first Journey awards at the bottom of your vest. As you earn additional Journey awards, work your way up.

If your Journey awards and badges don't fit on the front of your vest or sash, you can wear them on the back.

Girl Scout Brownie Sash



Time-Honored Ceremonies

Troop Meetings

Opening Ceremony

Opening ceremonies start troop meetings and can also begin other group meetings.

Closing Ceremony

Closing ceremonies finalize the meeting, with expectations for the next. A closing ceremony may be as simple as a Friendship Circle (a hand squeeze while standing in a circle).

Flag Ceremony

Flag ceremonies can be part of every troop meeting or any activity that honors the American flag. They are also held as a part of many more formal events and ceremonies. A flag ceremony honors the American flag as the symbol of our country and all the hopes, dreams, and people it consists of. If your group includes girls from other countries, girls can honor their flags, too, and conduct an international flag ceremony. Always use flag etiquette.

Ceremonies

Investiture Ceremony

The Investiture Ceremony welcomes new members, girls or adults, into the Girl Scout family for the first time. Girls receive a Girl Scout pin at this time. This ceremony is encouraged to be held at the beginning of the year, after about 4-6 meetings.

Rededication Ceremony

Rededication ceremonies are opportunities for girls and adults to renew their commitment to the Girl Scout Promise and Law. This ceremony may be combined with the Investiture Ceremony.

Pinning Ceremony

Pinning ceremonies celebrate when girls receive grade-level Girl Scout pins. These usually coincide with an Investiture or Rededication Ceremony.

Awards Ceremony

Awards Ceremonies can be held to commemorate any awards earned throughout the year, or at the end of the year.

Girl Scouts' Own

Girl Scouts' Own is a girl-planned program that allows girls to explore their feelings around a topic, such as friendship or the Girl Scout Promise and Law, using spoken word, favorite songs, poetry, or other expressions. It is never a religious ceremony.

Bridging Ceremony

Bridging ceremonies are usually held at the end of the year to mark a girl's move from one grade level of Girl Scouting to another, such as from Junior to Cadette. (Note that **Fly-Up** is a special bridging ceremony for Girl Scout Brownies who are bridging to Juniors.) Bridging is an important transition in a Girl Scout's life. It's a defining moment when a girl becomes aware of her achievements and is ready for new adventures and responsibilities. Celebrating this change should be fun, personalized, and memorable for everyone involved. And most of all, it should be designed by the girls. A Bridging Ceremony may or may not include the presentation of a bridging patch, which is an earned award.

Product Program

Each year GSEP offers two programs for girls. When girls participate in the Nuts About Reading and Cookie Programs, they earn more than new adventures! They develop five important life skills—goal setting, decision making, money management, people skills, and business ethics. These five skills will set them up for success beyond what they can imagine!

What is the Nuts About Reading Program?

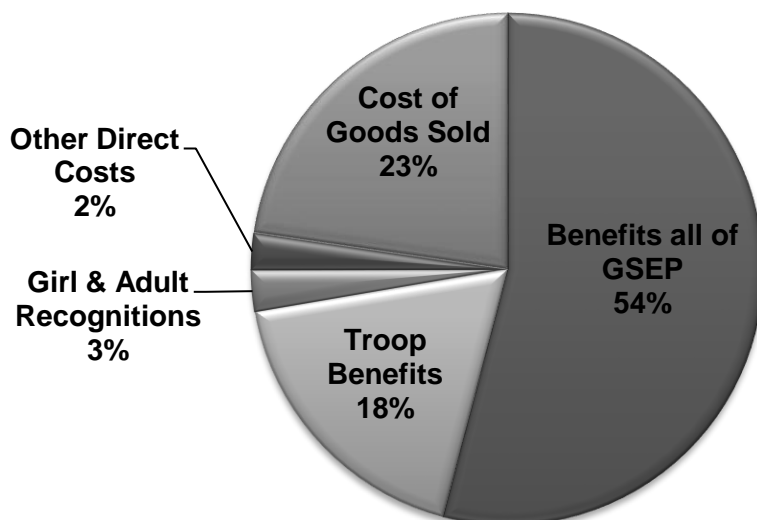
It's a nut, candy, and magazine sale! Girls have the opportunity to kick-off the Girl Scout year by earning funds for trips and activities. The Nuts About Reading Program runs between the months of September and November. Training for the program occurs during the months of August and September, and a recorded version of the training is always available on the website for later use.

For more information, please check out the [NAR page](#) of our website.

Who doesn't love Girl Scouts Cookies?!

Be a part of the largest girl-led business in the world! Participating in the Girl Scout Cookie Program is a fantastic way for your troop to earn funds. When girls sell cookies, they combine fun and friends with key leadership skills, while earning proceeds for their troop. With individual proceeds, girls are able to go to camp and fund their own adventures! The Cookie Program runs between the months of January and March. Cookie Program training usually occurs during the months of October and November. A recorded version of the training is always available at our website.

For more information, please check out the [Cookies page](#) of our website.



Wondering where the money goes?

This chart shows how the funds from the 2013 Cookie Program are divided. This information can be found every year in the GSEP Annual Report.

Frequently Asked Questions

Q: What are the Five Skills?

A: Participating in Product Program Sales provides important ingredients for leadership by helping girls develop five key skills. The Five Skills are:

1. Goal Setting
2. Decision Making
3. Money Management
4. People Skills
5. Business Ethics

Q: How do Girls benefit from the proceeds?

A: Girls are able to earn money towards fun and exciting girl-planned program activities, as well as contribute to their council's ability to provide Girl Scouting in the community. Girls are also able to earn fun recognitions and patches, and credit which can be used in the shop, for GSEP Sponsored programs and events, or summer camp!

Q: Who can participate in Product Program Sales?

A: Any registered Girl Scout is able to participate.

Q: How do girls sell?

A: There are a few ways! All of our products can be sold in person or online! The Nuts About Reading and Cookie programs both offer an online component for girls.

Q: What is the price of a package?

A: The price of nut, candy, and magazines varies. The price of a package of cookies is \$4.00.

Q: What is a Rally?

A: The purpose of a Rally is to get the girls excited and ready to sell! Rallies are generally held prior to the first date of the sale. At the Rally, girls will also learn selling techniques, and how to stay safe while selling.

Q: What can I do to help girls stay safe during the sale?

A: Girls should always be supervised when participating in the Nuts About Reading and Cookie Programs. More tips can be found in the Safety Activity Checkpoints, which are located at www.gsep.org under Volunteer Resources.



Additional Group Money-Earning Activities From Volunteer Essentials, Chapter 5

Product Program Sales are a great way to earn the funds necessary for girls to travel or carry out Take Action projects. If income from the sales isn't enough, however, girls have more options available to them.

Girls May NOT Raise Money By:

- Re-selling items
- Profit Sharing Programs (ex: Otis Spunkmeyer Cookie Dough, Girl Scout night at Wendy's)
- Using crowdfunding websites (ex: Kickstarter, Indiegogo, Crowdfunder, etc.)

Girls May Raise Money By:

Collections/Drives:

- Cell phones for refurbishment
- Used ink cartridges turned in for money
- Christmas tree recycling

Food/M meal Events:

- Bake sale
- Lunch box auction (prepared lunch or meal auctioned off)
- Themed meals, like high tea, Indian meal, Mexican dinner (if girls are earning money for travel, tie the meal to their destination)

Service(s):

- Service-a-thon (people sponsor a girl doing service; funds go to support trip example: car wash)
- Babysitting for holiday (New Year's Eve) or Council events
- Raking leaves, weeding, cutting grass, shoveling snow, walking pets
- Cooking class or other specialty class

REMEMBER:

1. In order to participate in any non-Council fundraisers, a troop/group must first participate in GSEP's two Product Program Sales - Nuts About Reading and the Cookie Program.
2. Written permission is required for each girl and participation is voluntary.
3. The Troop Leader must turn in the Troop/Group Money-Earning Request Form, found in forms section of www.gsep.org.
4. External fundraisers cannot compete with GSEP-sponsored Product Program Sales.
5. Group money-earning activities need to be girl-led and managed, and suited to the age and abilities of the girls. They also must be consistent with the principles of the Girl Scout Leadership Experience (GSLE).



Introduction to Safety Activity Checkpoints

When preparing for any activity with girls, always begin with the Safety Activity Checkpoints written specifically for that particular activity. This introduction provides an overview of the format of each set of checkpoints. **Note:** In addition to reading these checkpoints yourself, you can also e-mail or print them for co-volunteers, parents/guardians, and girls.

Know where to do the activity. Quick list of the most common places girls carry out the activity

Include girls with disabilities. Tips and special Web sites for information on including girls with disabilities

Gear

Basic Gear includes clothing and equipment girls are likely to already have in their possession.

Specialized Gear includes clothing and equipment girls may need to purchase, rent, or borrow.

Prepare for the Activity

These checkpoints discuss steps to take in advance of the activity. Not every category is listed here, and not every activity includes these categories.

- ☐ **Communicate with council and parents.** Tips for following council guidelines and keeping parents informed
- ☐ **Ensure prerequisites.** Ranges from an ability to swim to knowledge of primitive camping
- ☐ **Arrange for transportation and adult supervision.** Recommended adult-to-girl ratios for this activity
- ☐ **Verify instructor knowledge and experience.** Ensuring the volunteers or on-site instructors possess the proper skill set, knowledge, experience, and/or training/certification
- ☐ **Select a safe site.** A game plan for ensuring the safest experience possible
- ☐ **Compile key contacts.** Information on itineraries, phone trees, and other contact information
- ☐ **Respect the environment.** Tips for ensuring environmental responsibility
- ☐ **Prepare for emergencies.** First-aid requirements and other emergency precautions

On the Day of the Activity

These checkpoints include important final reminders on the day of the activity. Not every category is listed here, and not every activity includes these categories.

- ☐ **Get a weather report.** Ways to monitor the weather for any outdoor activity and/or activity requiring transportation
- ☐ **Review rescue tips.** Activity-specific rescue tips
- ☐ **Use the buddy system.** The best way to ensure no one is separated from the group or unable to get help
- ☐ **Be prepared in the event of a storm with lightning.** Special details for outdoor warm-weather activities

Links guide you to the best-known and best-respected Web sites.

Know-How for Girls offers games, mini-lessons, and other fun ways to expand girls' knowledge.

Jargon helps you and the girls master activity-specific terminology.



Safety Activity Checkpoints Table of Contents

Water Sports

- Canoeing
- Fishing
- Ice Fishing
- Kayaking
- Rowboating
- Sailing
- Scuba Diving
- Snorkeling
- Surfing
- Swimming
- Tubing
- Waterskiing and Wakeboarding
- White-Water Rafting
- Windsurfing

Land Sports

- Archery
- Bicycling
- Caving
- Challenge Courses
- Climbing and Rappelling
- Cross-Country Skiing
- Downhill Skiing and Snowboarding
- Fencing
- Geocaching
- Horseback Riding
- Ice Skating
- In-Line Skating and Roller Skating
- Other Land Sports
- Segway
- Skateboarding
- Sledding, Tobogganing, and Snow Tubing
- Snowshoeing
- Sport Shooting

Camping Activities

- Backpacking
- Group Camping
- Hiking
- Orienteering
- Outdoor Cooking
- Trip/Travel Camping

Other Activities

- Arts and Crafts
- Computer/Online Use
- Girl Scout Cookies/Council-Sponsored Product Sale
- Hayrides
- Parades and Other Large Group Gatherings
- STEM (Science, Engineering, Technology, and Math)

- Theme Parks

Alphabetical List

- Archery
- Arts and Crafts
- Backpacking
- Bicycling
- Canoeing
- Caving
- Challenge Courses
- Climbing and Rappelling
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- Cross-Country Skiing
- Downhill Skiing and Snowboarding
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- Snorkeling
- Snowshoeing
- Sport Shooting
- STEM (Science, Engineering, Technology, and Math)
- Surfing
- Swimming
- Theme Parks
- Trip/Travel Camping
- Tubing
- Waterskiing and Wakeboarding
- White-Water Rafting
- Windsurfing

Hayrides: Safety Activity Checkpoints



A traditional activity that's often part of autumn festivities and apple- or pumpkin-picking trips, hayrides are fun for girls of all ages. Before participating in a hayride, ensure that hayride equipment (tractor/truck, bales of hay) are secure, that vehicle weight limitations and seating capacities are not exceeded, and that paths and trails are free of obstructions. Also ensure that girls are responsible riders who stay seated during the hayride.

Know where to go on hayrides. The hayride takes place on private property at a maximum speed of 10 miles per hour. Public roads and highways are not used. Connect with your Girl Scout council for site suggestions.

Include girls with disabilities. Communicate with girls with disabilities and/or their caregivers to assess any needs and accommodations.

Hayride Gear

Required Gear

- ☐ Qualified driver who is licensed to drive a vehicle in the jurisdiction and is at least 21 years of age.
- ☐ The hauled vehicle in good working order and meets all state and local safety requirements and displays proper identification showing these conditions have been met. The hauled vehicle has protective sides and rear fencing or gates, as well as rear lights in working order. Any coupling of a trailer to a vehicle is appropriate to the load and has a safety chain.

Recommended Gear

- ☐ Layered clothing appropriate for the weather
- ☐ Comfortable walking shoes
- ☐ Sunscreen (SPF 15 or higher) and lip balm
- ☐ Sunglasses

Prepare for the Hayride

- ☐ **Communicate with council and parents.** See the Introduction to Safety Activity Checkpoints.

- ❑ **Girls plan the activity.** See the Introduction to Safety Activity Checkpoints.
- ❑ **Arrange for transportation and adult supervision.** See the Introduction to Safety Activity Checkpoints for the recommended adult-to-girl ratios.
- ❑ **Compile key contacts.** See the Introduction to Safety Activity Checkpoints.
- ❑ **Select a safe hayride location and provider*.** Inspect the site to be sure it is free of potential hazards, and make sure emergency medical care is accessible. Ensure that the hayride route is clear of debris and hazards that may cause a jolt or jarring ride for participants.
- ❑ **Dress appropriately for the activity.** Make sure girls and adults avoid wearing dangling earrings, bracelets, and necklaces that may become entangled in equipment.
- ❑ **Prepare for emergencies.** Ensure the presence of a first-aid kit and a first-aider with a current certificate in First Aid, including Adult and Child CPR or CPR/AED, who is prepared to handle cases of abrasions, sprains, and fractures. Emergency transportation is available; if any part of the activity is located 30 minutes or more from emergency medical services, ensure the presence of a first-aider with Wilderness First Aid. See *Volunteer Essentials* for information about first-aid standards and training.

On the Day of the Hayride

- ❑ **Get a weather report.** On the morning of the hayride trip, check weather.com or other reliable weather sources to determine if conditions are appropriate, and make sure that the ground is free of ice. If severe weather conditions prevent the activity, be prepared with a backup plan or alternate activity, or postpone the activity. Write, review, and practice evacuation and emergency plans for severe weather with girls. In the event of a storm, take shelter away from tall objects (including trees, buildings, and electrical poles). Find the lowest point in an open flat area. Squat low to the ground on the balls of the feet, and place hands on knees with head between them.
- ❑ **Use the buddy system.** See the Introduction to Safety Activity Checkpoints.
- ❑ **Girls learn about and practice safe hayrides.** Girls do not ride in the hauling vehicle. The driver of the hauling vehicle is licensed to drive a vehicle in the jurisdiction and is at least 21 years of age. The hauled vehicle meets all state and local safety requirements and displays proper identification showing these conditions have been met. The hauled vehicle has protective sides and rear fencing or gates, as well as rear lights in working order. The hay or straw is properly stacked to prevent slipping. Sufficient seating space is allowed for each person. Girls and adults remain seated during the ride.

Hayride Links

- National Safety Council: www.nsc.org
- Integrating Safety into Agritourism: <http://www.safeagritourism.org>

***These checkpoints must be reviewed with the vendor and/or facility, when appropriate.**

Trip Planning Information

Before all trips, please use the proper forms and adhere to the appropriate deadlines. If you have questions about which travel forms to fill out and who to send them to, contact travel@gsep.org. All forms are located at www.gsep.org on the Forms page - <http://www.gsep.org/forms/>.

The following information is taken from the Travel Appendix in Volunteer Essentials 2015-2016:

Trip Applications:

- **GSEP Day Trip Application** – for one-day activities outside of your regular troop meeting time and/or place.
 - Troop Leader submits to SUM or SU Trip Advisor
- **GSEP Overnight Trip Application** – for trips lasting 1-2 nights or 3 nights over a holiday weekend or during the summer months (June-August).
 - Troop Leader submits to SUM or SU Trip Advisor
- **GSEP Extended Trip Application** - for trips lasting 3 nights or longer. Extended trips require both a Proposal and a Final Submission to be submitted. One form now serves both purposes – check off “Proposal” at the top of the form for your first submission, and check off “Final Submission” for your final paperwork.
 - Troop Leader submits to travel@gsep.org and notifies SUM or SU Trip Advisor

Other Important Travel Forms & Documents:

- **GSEP Volunteer Driver Form** - volunteer drivers submit to Troop Leader
- **High Risk Permission Form** – have parents fill out and turn in to Troop Leader before participating in a High Risk Activity
- **Supplemental Insurance Form** - several different plans are available depending on your type of trip and desired coverage
 - Send form and payment to Human Resources at 330 Manor Road, Miquon, PA 19444 at least two weeks prior to your trip.
- **Certificate(s) of Insurance (COI)** - required for high risk activities
 - Submit COIs to memberservices@gsep.org

Day and Overnight Trips

Day Trip and Overnight Trip Applications are submitted to your SUM or SU Trip Advisor. Required COIs and Supplemental Insurance Forms must be submitted to council prior to the trip. It is recommended to purchase supplemental insurance for trips that include non-Girl Scouts. If supplemental insurance is not purchased, trip participants who are not registered members of Girl Scouts are not covered by Girl Scout Activity Insurance.

Deadlines:

- Day trip application due 1 week prior to trip
- Overnight trip application due 1 month prior to trip

Extended Trips (trips lasting more than 3 days)

Extended Trip Applications are sent to council according to the deadlines below. Proposals must be approved before sending in Final Submissions. Extended trips require both a Proposal and a Final Submission to be submitted. One form now serves both purposes – check off “Proposal” at the top of the form for your first submission, and check off “Final Submission” for your final paperwork. Extended trips that are not approved by

GSEP are not official Girl Scout trips, and therefore will not be covered by Girl Scout Activity Insurance. This will be enforced. Extended Trip Application Forms are sent to travel@gsep.org.

Extended trips are exciting and memorable opportunities for girls. These travel plans should be thought out well in advance, and this process should be girl-led. Discourage trips that are “just for fun,” and encourage trips that have Girl Scout or educational elements, such as visiting a World Center, going to a museum, or doing a service project.

To ensure your trip is approved, remember these tips:

- The number of adult chaperones attending cannot be greater than the number of Girl Scouts attending. The minimum number of adult volunteers required according to the [adult-to-girl ratio chart](#) must be met for all trips.
- At least 50% of girls from the troop must attend.
- It is strongly recommended that international travel be done by Cadettes and older.

Deadlines:

Trips within GSEP council

- Extended Trip Application - Proposal due 3 months prior to trip
- Extended Trip Application - Final Submission due 30 days prior to trip

Trips outside of GSEP council within the USA

- Extended Trip Application - Proposal due 6 months prior to trip
- Extended Trip Application - Final Submission due 60 days prior to trip

International trips (trips outside the USA)

- Extended Trip Application - Proposal due 12 months prior to trip
- Extended Trip Application - Final Submission due 60 days prior to trip

Required trainings for travel:

- **First Aid & CPR** – It is recommended that there is always an adult volunteer present with current First Aid & CPR certification, even at troop meetings. See Safety Activity Checkpoints to determine activities that require someone with a First Aid/CPR certification.
- **Indoor Overnight Skills** – this classroom course is required for GSEP volunteers to take girls on an overnight trip at indoor modern facilities, like a museum. This does NOT include any GSEP properties. Registration for Indoor Overnight Skills can be completed via the online Program/Event Registration System. Please be mindful that Indoor Overnight Skills is the prerequisite for Basic Outdoor Skills.
- **Basic Outdoor Skills** - this overnight course, held at one of GSEP’s camp properties, is required for GSEP volunteers to take girls on overnight camping trips, or to stay at a GSEP property. Registration for Basic Outdoor Skills can be completed via the online Program/Event Registration System, once the prerequisite of Indoor Overnight Skills has been fulfilled.

Adult-to-Girl Ratio Chart

Excerpt from Volunteer Essentials, Chapter 4

GSUSA established this adult-to-girl ratio chart to show the **minimum** number of adults needed to supervise a specific number of girls. These supervision ratios were devised to ensure the safety and health of girls—for example, if one adult has to respond to an emergency, a second adult is always on hand for the rest of the girls. It may take you a minute to get used to the layout of this chart, but once you start to use it, you'll find the chart extremely helpful.

Please note the rules across the top of the chart – **there must always be at least two, unrelated, cleared and registered adults present at all times, and at least one of those adults must be female.**

	Troop Meetings		Events, Travel, and Camping	
	Two unrelated, cleared and registered adults (at least one of whom is female) for this number of girls:	Plus one additional cleared and registered adult for each additional number of this many girls:	Two unrelated, cleared and registered adults (at least one of whom is female) for this number of girls:	Plus one additional cleared and registered adult for each additional number of this many girls:
Girl Scout Daisies (grades K-1)	12	6	6	4
Girl Scout Brownies (grades 2-3)	20	8	12	6
Girl Scout Juniors (grades 4-5)	25	10	16	8
Girl Scout Cadettes (grades 6-8)	25	12	20	10
Girl Scout Seniors (grades 9-10)	30	15	24	12
Girl Scout Ambassadors (grades 11-12)	30	15	24	12

Tips for Creating Emotional Safety

Arrival Activities

These activities are just what the name suggests; activities that girls can do as they arrive. Usually, the girls will not all arrive at exactly the same time. Having a planned activity for them to engage in serves several purposes, including making them feel welcomed and included. Depending on the grade level, girls may take an active part in determining what each meeting time arrival activity will be.

Circles

Girls have been meeting in circles since the inception of Girl Scouting. The difference today is that we are doing this more intentionally and encouraging that this practice carry over to other settings. We need to remind everyone of the value of meeting in a circle. Circles show no hierarchy and are very inclusive, making for a more intimate discussion, with everyone being able to see everyone else.

Check-In

A check-in may be done in different ways. However, it is not simply checking one's name off a list. The purpose is to get everyone's voice in the room in a non-threatening way. With the girls this may simply be going around the circle and asking for a few words that describe how they're feeling at the moment or how they feel about something. Again, this sends the message that you are included and you are important to this group. This also would give the volunteer the opportunity to assess how the girl is doing.

Parking Lot


Sometimes individual ideas and questions are lost because they do not seem relevant at the time. If a communication tool like a parking lot is used, the girl's ideas and suggestions can be saved for discussions at another time. This is true for girls as well as adults. A parking lot is simple – girls write their questions and comments down on post-its or note cards and place them in a designated area or “parking lot.” The notes are all addressed or answered at a specific time, instead of interrupting the flow of an activity or disrupting others' ability to listen. Parking lots can also be used as a way for girls to ask anonymous questions they might be embarrassed to ask in front of a group.

Group Agreement

This also went by the name of “ground rules.” We have started using this term because it is more positive and suggests ownership and consensus by the girls. Following the collaborative creation of this, you might want to ask the girls to sign it. Then ask, “what does your signing of this agreement indicate?” When you have this present at all of the meetings it becomes a handy reference to help the girls with discipline and managing conflict. If this is truly a girl-led process, the girls are more likely to abide by the “rules,” since they had a hand in creating them.

Developmental Characteristics

As you listen and learn along with girls, you may find it useful to review the highlights of their development. What follows are the developmental abilities and needs of girls at various grade levels. You'll also find these listed in the adult guide of each leadership journey, along with tips for how to make the most of them as you guide and partner with girls. Of course, each girl is an individual, so these are only guidelines that help you get to know the girls.

Girl Scout Brownies 	
At the Girl Scout Brownie level (second and third grade), girls . . .	This means . . .
Have lots of energy and need to run, walk, and play outside.	<i>Taking your session activities outside whenever possible.</i>
Are social and enjoy working in groups.	<i>Allowing girls to team up in small or large groups for art projects and performances.</i>
Want to help others and appreciate being given individual responsibilities for a task.	<i>Letting girls lead, direct, and help out in activities whenever possible. Allow girls as a group to make decisions about individual roles and responsibilities.</i>
Are concrete thinkers and focused on the here and now.	<i>Doing more than just reading to girls about the Brownie Elf's adventures. Ask girls questions to gauge their understanding and allow them to role play their own pretend visit to a new country.</i>
Need clear directions and structure, and like knowing what to expect.	<i>Offering only one direction at a time. Also, have girls create the schedule and flow of your get-togethers and share it at the start.</i>
Are becoming comfortable with basic number concepts, time, money, and distance.	<i>Offering support only when needed. Allow girls to set schedules for meetings or performances, count out money for a trip, and so on.</i>
Are continuing to develop their fine motor skills and can tie shoes, use basic tools, begin to sew, etc.	<i>Encouraging girls to express themselves and their creativity by making things with their hands. Girls may need some assistance, however, holding scissors, threading needles, and so on.</i>

Girl Scout Brownie Quest

Family and Friends Network

Sign-Up Form

The Brownie Team needs help. Can anyone in your family or your circle of connections provide these kinds of support?

I or someone I know can assist with:

____ Transportation

____ Smart snacks

____ Community action

____ Celebration

____ Day trip

____ Some of the meetings

Name _____

My Brownie's name _____

Phone _____

E-mail _____