



**Headquarters  
Billings Service Center**  
2303 Grand Avenue  
Billings, MT 59102

**Casper Service Center**  
501 North Sun Drive  
Casper, WY 82609

**Great Falls Service Center**  
4930 Ninth Avenue South  
Great Falls, MT 59405

800.736.5243 ♦ [www.gsmw.org](http://www.gsmw.org)

# Volunteer Agreement

Please complete and return to your Service Unit Manager or Membership Manager

Name		Service unit	
Address		City	State      Zip
Troop #	Position		Term of appointment
Phone (day)		Phone (evening)	
E-mail address			

## Council staff and administrative volunteers agree to:

1. Provide volunteer with a copy of the volunteer policies.
2. Provide volunteer with a position description and documentation of appointment.
3. Provide orientation to the position, the council, and the organization.
4. Provide relevant training and learning opportunities for the position.
5. Provide a self-appraisal form for recording volunteer service.
6. Give recognition for time and energy devoted to the position.
7. Implement on-going affirmative action efforts.
8. Provide on-going support, guidance, and performance review.
9. Carry liability insurance for all volunteers.

## Volunteer agrees to:

1. Meet membership requirements and register as a member of the Girl Scout Movement.
2. Accept and work within council and GSUSA policies and standards.
3. Support the mission and values of the Girl Scout Movement.
4. Fulfill outlined position responsibilities.
5. Be supportive of the council and its activities and goals.
6. Meet with appropriate groups on a regular basis for on-going support and evaluation.
7. Affirm that the Girl Scout organization welcomes members of diverse demographics (race, ethnicity, age, socioeconomic, etc.)
8. Complete position-related training within six months from the appointment date.
9. Follow safety guidelines and procedures of the council and GSUSA.

**Supervisor's Signature** \_\_\_\_\_  
**date** \_\_\_\_\_

**Volunteer's Signature** \_\_\_\_\_  
**date** \_\_\_\_\_