



# Volunteer Essentials Home Study

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_  
Home Phone: (    ) \_\_\_\_\_  
Cell Phone: (    ) \_\_\_\_\_  
Email: \_\_\_\_\_  
Troop #: \_\_\_\_\_ Service Unit: \_\_\_\_\_  
Local Service Center: \_\_\_\_\_

## Directions for Volunteer Essentials Home Study

**Who:** For volunteers serving in any pathway.

### Prerequisites:

There are no prerequisites for this course.

### Materials:

A copy (hard copy or electronic version) of Volunteer Essentials

### To Receive Credit:

Once completed, the Volunteer Essentials home study packet should be returned to your local service center for processing by the Volunteer Services department. Volunteers need to successfully complete at least 85% of the home study to receive 3 hours credit.

### Quick Start Guide

1. Our organization's mission is to build girls of \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_, who make the world a better place.
2. There are three parts to the Girl Scout Promise. Fill in the blanks:  
On my honor, I will try:  
To \_\_\_\_\_,  
To \_\_\_\_\_,  
And to \_\_\_\_\_.
3. The Girl Scout Law has ten parts. Which line speaks most to you and why?
  
4. Who can join Girl Scouts? Any girl from \_\_\_\_\_ to \_\_\_\_\_ and any adult, \_\_\_\_\_ or \_\_\_\_\_ who has passed the necessary application process.
5. What are the six grade levels for girls?
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
  - d. \_\_\_\_\_
  - e. \_\_\_\_\_
  - f. \_\_\_\_\_
6. True or False: Girls and adults can choose from flexible ways to participate that offer the freedom to tailor your level of involvement to fit your schedule and lifestyle.
7. Girl Scouts Heart of the South encompasses \_\_\_\_\_ counties in Mississippi, Tennessee and Arkansas, with the headquarters in \_\_\_\_\_.
8. When preparing for any activity with girls, always begin with the Girl Scout \_\_\_\_\_ written about that particular activity, which you can find on the GSHS website.

### Chapter 1- Sharing Your Unique Gifts

9. To register for any learning opportunity, a \_\_\_\_\_ should be submitted to your local service center.

## Chapter 2- Program- What Girls Do!

10. The Girl Scout program is centered on the \_\_\_\_\_ (GSLE), and the best way to deliver the GSLE is through \_\_\_\_\_ - powerful and exciting books and awards that are the core of the Girl Scout program offering.
11. The GSLE engages girls in three key activities: \_\_\_\_\_ who they are and what they value, \_\_\_\_\_ with others and \_\_\_\_\_ to make the world a better place.
12. The Girl Scout Leadership Experience (GSLE) is the framework for defining \_\_\_\_\_ girls do in Girl Scouting, \_\_\_\_\_ they do it and \_\_\_\_\_ will benefit.
13. All activities in the GSLE build on three processes (that is, *how* girls go about doing their activities and *how* they interact with one another.) Give these three processes and a brief description of each:
  - a. \_\_\_\_\_  
\_\_\_\_\_
  - b. \_\_\_\_\_  
\_\_\_\_\_
  - c. \_\_\_\_\_  
\_\_\_\_\_
14. There are currently two sets of journey books, *It's Your World, Change It!* and *It's Your Planet, Love It!* What is a journey?  
\_\_\_\_\_  
\_\_\_\_\_

## Chapter 4- Safety-Wise

15. What is our top priority in Girl Scouting? \_\_\_\_\_
16. The responsibility for staying safe is shared between \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_.
17. Girl Scouts has established \_\_\_\_\_, which shows the minimum number of adults needed to supervise girls.
18. GSHS requires that all drivers transporting Girl Scouts submit a \_\_\_\_\_ to their troop leader.
19. True or False: A Health History Card should be obtained for every girl *and* adult member and kept on file with the troop.
20. Girl Scouts recommends that when girls are present, at least one adult volunteer be \_\_\_\_\_ certified. This person is often referred to as the troop's "first aider".
21. Make sure a general \_\_\_\_\_ kit is available at your group meeting place and when girls are transported to and from an event.
22. The GSHS Crisis Number is (\_\_\_\_\_)\_\_\_\_\_-\_\_\_\_\_.
23. In the event of an emergency, GSHS requires you to submit an \_\_\_\_\_ within 24 hours following the incident to your regional service center.

### Chapter 5- Managing Group Finances

24. When it comes to managing group finances, \_\_\_\_\_ should be in charge, with your guidance.
25. Groups are mainly funded through three sources:
- a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
26. Do's? Or Don'ts?
- a. \_\_\_\_\_ Keep a receipt for every purchase
  - b. \_\_\_\_\_ Use personal money to fund troop activities
  - c. \_\_\_\_\_ Write a check to yourself or to "Cash"
  - d. \_\_\_\_\_ Balance the checkbook every month
  - e. \_\_\_\_\_ Allow parents to be late with payments for sales
  - f. \_\_\_\_\_ Record every purchase
  - g. \_\_\_\_\_ Keep all bank statements
27. Troops wanting to participate in a group money-earning activity must obtain prior approval by submitting a \_\_\_\_\_.
28. As the group volunteer, you are responsible for making sure that money is \_\_\_\_\_ wisely and that excellent \_\_\_\_\_ are kept.
29. GSHS troops must obtain approval from the Fund Development Department before asking for or accepting cash, in-kind or real property donations that exceed \$\_\_\_\_\_ per gift. To do so, submit a \_\_\_\_\_ form.
30. If cash, in-kind or real property gift is under \$250 a \_\_\_\_\_ may be filled out and submitted to the council.

#### Appendix: For Troop Volunteers

31. To involve other adults in the troop, form a \_\_\_\_\_.
32. The six elements of a troop meeting are:
- |          |          |
|----------|----------|
| a. _____ | d. _____ |
| b. _____ | e. _____ |
| c. _____ | f. _____ |

#### Appendix: For Travel Volunteers

33. Travel in Girl Scouting is built on a \_\_\_\_\_ of activities- that is, one activity leads to the next.
34. GSHS requires troops to submit a \_\_\_\_\_ for travel that is away from your regular meeting location and/or overnight.