

Volunteer Personnel Policies

The following policies define the requirements of members of Girl Scouts of North-Central Alabama (GSNCA). It is the responsibility of adult volunteers to encourage girl members, other adult members, and non-members to follow all council policies and procedures. This document does not and does not intend to create a contract between GSNCA and any current or potential volunteer, nor does it legally obligate GSNCA to any current or potential volunteer or third party.

- GSNCA utilizes the Volunteer Management System designed and recommended by GSUSA.
- GSNCA always reserves the right to disqualify or limit a current or prospective volunteer's participation based on the background check.
- Volunteers will be selected based on accepting the Girl Scout Mission, meeting the qualifications of membership, ability to perform the volunteer position, council needs, and the volunteer's ability and willingness to follow the council's policies, standards, and procedures.
- All volunteers will be provided with a copy of the Troop/Service Unit Policies, Volunteer Personnel Policies and the Blue Book of Basic Documents during orientation and will sign a statement that they were provided with a copy and agree to comply with all GSNCA policies and procedures.
- Volunteers who plan to direct discussions of sensitive issues, such as teen suicide, domestic violence, or sexuality, or facilitate enrollment of girl members in sensitive issues programs must obtain special written permission from each girl's guardian and GSNCA before proceeding with such programs or discussions.
- All volunteers are required to complete GSNCA provided Child Abuse and Prevention Training annually. If abuse or neglect is suspected, the incident should be reported to the Alabama Department of Human Resources at the number listed on the GSNCA emergency procedure card and complete a GSNCA incident report
- *Release from Volunteer Position:* Volunteers may be released and/or not reappointed to a position based upon substantiated cause. Below are causes that would result in the release of a volunteer; the release of a volunteer is not limited to the causes listed.
 - Conviction of a felony.
 - Conviction of certain misdemeanors.
 - Excessive absence or tardiness from required meetings.
 - Violation of policy, malfeasance, insubordination, misappropriation of troop, service or day camp funds or the destruction of council property.

- Discrimination and/or harassment towards anyone associated with the Council because of race, color, age, creed, sex, religion, disability, national origin, marital status, veteran status, or citizenship.
- Failure to follow *Safety Activity Checkpoints*, GSUSA and/or GSNCA policies, procedures, and standards.
- Failing to support the Girl Scout Mission, values, and goals, and failing to maintain positive relationships with the community, parents, other volunteers and employed staff.
- Owing a debt to GSNCA and/or a troop.