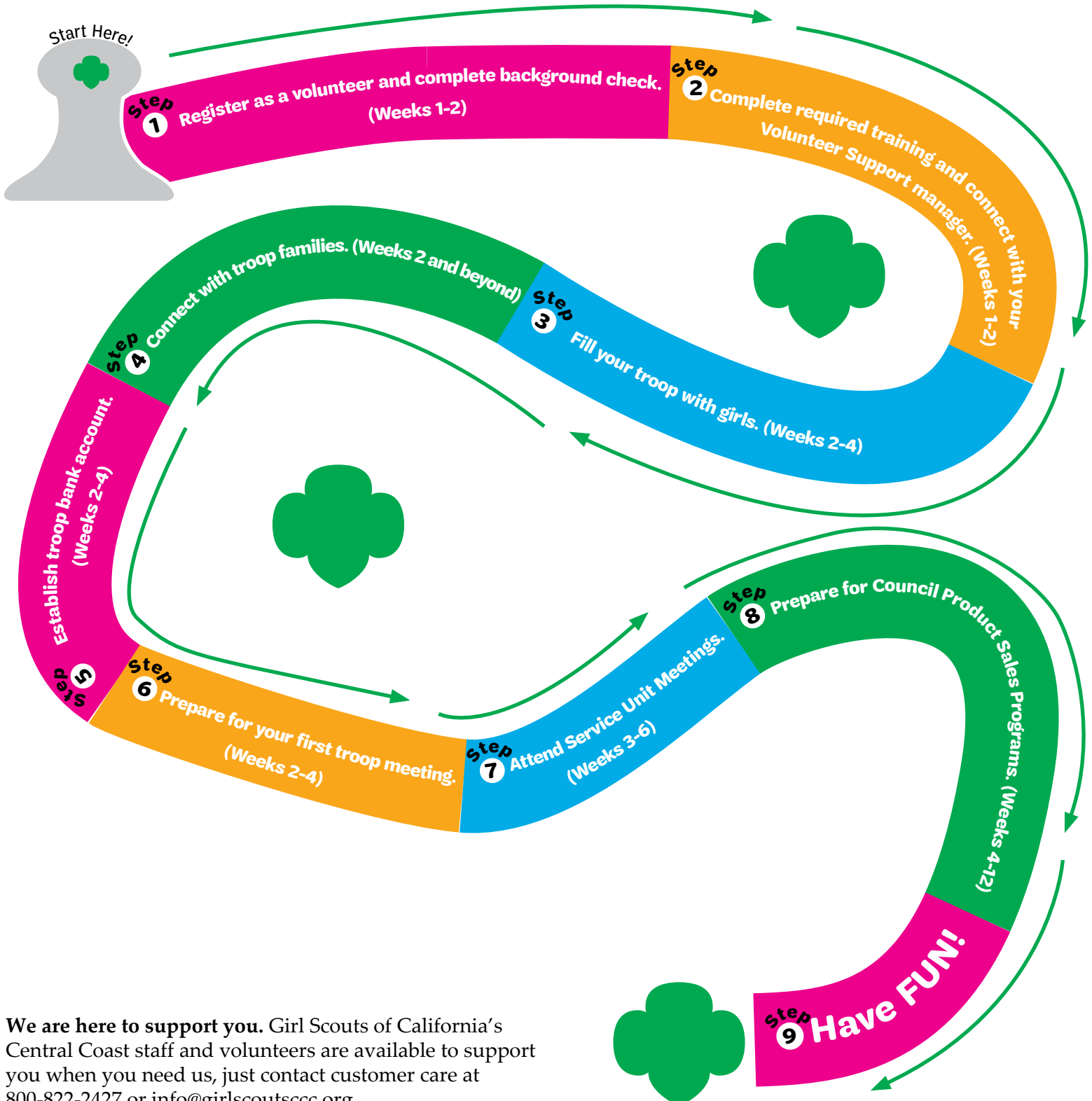


New Troop Path to Success

Welcome to Girl Scouts of California's Central Coast (GSCCC)! To make starting a new troop as easy as possible, just follow this path to success. Below are steps you and your troop should follow for your first twelve weeks. You can find specific details for each step to the right.



We are here to support you. Girl Scouts of California's Central Coast staff and volunteers are available to support you when you need us, just contact customer care at 800-822-2427 or info@girlscoutsgcc.org.

Step**1 Register as a volunteer and complete background check. (Weeks 1-2)**

- Two leaders/advisors are required for all troops. Registering as a volunteer at girlscoutsgcc.org ensures the safety of girls. When registering, select "Leader/Advisor" as your role. Your \$25 registration fee will be due at this time.
- Selecting the leader/advisor position will automatically trigger an email to be sent to you from Sterling Volunteers which will contain a link for you to complete your background check. (You may need to search your junk mailbox.) Background checks expire every 3 years.
- Once your registration is complete, every Girl Scout member will have access to their MY GS account. To access your MY GS account, go to girlscoutsgcc.org and select "MY GS" in the top right hand corner.

Step**2 Complete required training and connect with volunteer support. (Weeks 1-2)**

For a successful year with Girl Scouts, co-leaders must begin the Successful Leader Training Series in gsLearn. Log into "My Account" in MyGS. You should see your name and Household. On the left side of the screen MyGS will be one of the options, along with the Volunteer Toolkit.

- New Troop Leader Training (Foundation 1) must be completed before a meeting with your Volunteer Support Manager or SU Learning Facilitator.
- Once you have completed these steps and have 3 girls and 2 adults for your troop, a troop number will be assigned to you.
- Complete GSUSA Volunteer Toolkit - Troop Leader View in gsLearn.
- Complete Successful Leader Learning Series (Foundation 2-4) and Getting Your Troop Outdoors in gsLearn within 90 days.
- Complete Stepping Out training within 9 months of establishing troop (or sooner if you intend to take your troop on field trips!)
- Complete 635: Child Abuse Mandated Reporter Training. in gsLearn.

Step**3 Fill troop with girls. (Weeks 2-4)**

- All new troops will be placed in the Opportunity Catalog until their troop is filled with 12 girls. GSUSA recommends that a healthy troop is 12 girls. A troop can start with 3 girls, but will need to continue adding girls until they reach 12 girls.
- Our Placement team can help you find girls from our waiting list to help fill your troop.

Step**4 Connect with troop families. (Weeks 2 and beyond)**

- Using MY GS, email troop information to all families.
- Host a parent/guardian meeting. It is recommended that you host one each year.
- Identify additional volunteers. The more adults that volunteer with your troop, the more successful your troop will be. Volunteer opportunities include; troop treasurer, troop cookie chair, and troop fall product chair. Volunteers should select their volunteer role when registering. All troop volunteers must be registered and background checked.

Step**5 Establish troop bank account. (Weeks 2-4)**

- All Girl Scout troops must have a troop bank account.
- All troops must have 2 unrelated co-signers on the bank account. Co-signers must be registered and background checked. All signers are accountable for troop funds.

- Your Volunteer Support Manager will work with you and your Service Unit Treasurer to assist you in this process.

Step**6 Prepare for your first troop meeting. (Weeks 2-4)**

- You, your co-leader, and parents need to determine troop meeting time, day, frequency, and location. Troops can meet after school, in the evenings or on the weekends, it's your choice!
- Troops typically meet 1-2 times per month for 1-1.5 hours each meeting.
- Remember to use the Volunteer Toolkit! The Volunteer Toolkit provides a troop roster, yearly plans, meeting plans and resources for troop leaders.
- Report meeting information and update annually in your account in MY GS. Select the My Troop(s) option and click on the troop number to edit meeting details.

Step**7 Attend Service Unit Meetings. (Weeks 3-6)**

- GSCCC has Service Units for each community. Service Units are organized by volunteers with guidance from GSCCC staff.
- Service Unit meetings are a great opportunity to meet both experienced and new Girl Scout volunteers.
- Troops should be represented by at least 1 volunteer at each meeting. Your Volunteer Support Manager will introduce you to your Service Unit team.

Step**8 Prepare for Council Product Sales Programs. (Weeks 4-12)**

- GSCCC has two product sale programs. The Fall program is in the Fall and the Girl Scout Cookie Program is January to March.
- During the product programs, girls work on 5 key skills-goal setting, decision making, money management, people skills, and business ethics.
- Product sales raise funds for your troop and council and they stay local!
- Troops must have a bank account to participate.
- In order to sell products, girls must be registered for the current membership year. All product sale volunteers also must be registered and approved.

Step**9 Have FUN!**

- You are now ready for an extraordinary journey of leadership!
- Remember: You are creating memories and cultivating friendships that will last a lifetime!