



Outstanding Volunteer/Outstanding Leader Award Nomination Packet

The nominator is responsible for completing the nomination form, which includes the nominee's adult service record and previous awards. The nominator must complete one letter of nomination and find one other person, unrelated to the nominee, willing to complete a letter of endorsement. Return all information to the service unit recognitions committee no later than two weeks prior to ceremony or by date set by service unit.

The **Outstanding Volunteer Award** recognizes a registered Girl Scout adult in a position other than leader or in addition to leader whose service benefits a service unit or geographic region in ways that exceed expectation.

Criteria:

- Be a registered Girl Scout adult.
- Complete appropriate training or demonstrate ability/skills for the position.
- Perform at a level that exceeds the expectations of the position as outlined in the position description agreement in one or more of the following areas: membership, program, fund development/family giving, pluralism, marketing/communications and/or strategic leadership/governance.
- Actively recognize, understand and practice the values of inclusive behavior.

The **Outstanding Leader Award** recognizes troop/group leaders or assistant troop/group leaders whose performance in working with girls is so outstanding that it merits an award by the service unit.

Criteria:

- Be a registered Girl Scout adult.
- Demonstrate competence in at least two of the following:
 - Involve adults in the community to help broaden the program opportunities for girls.
 - Increase girl membership to support the council membership goal.
 - Use the four program goals to select a wide range of program activities with girls.
 - Help girls to recognize, understand and practice the values of inclusive behavior.
 - Build an effective by girls, for girls approach with girls.
 - Complete appropriate Girl Scout training.

Procedure:

- An individual or group familiar with the candidate's performance submits a nomination form to the service unit awards committee. The recommendation outlines how the service performed has benefited girls.
- For outstanding leader: this individual or group must then secure a letter of endorsement from at least one girl who is a member of the troop/group or a troop parent. For outstanding volunteer: this individual or group must then secure a letter of endorsement from an unrelated individual familiar with nominee's performance. The letter should include specific examples of leadership. Avoid general statements.
- The complete packet (nomination form and letter of endorsement) is submitted to the service unit awards committee by the date set.
- The service unit awards committee reviews packets to determine recipient(s).
- The service team submits a recipient award form at least two weeks prior to the date needed to the volunteer awards committee to receive the pin. (The service unit manager keeps the actual award packets and files with the service unit records.)

Potential candidates for the **Outstanding Volunteer Award** could be the following:

- A recruiter who has retained or increased adult or girl membership beyond the goals set for that area
- A consultant who consistently provides high quality programs for Girl Scouts
- A person who significantly increased Girl Scouting's positive image within a community through a wide variety of methods and media.
- An event director who managed several successful events with increased use of girl planning and involvement.
- A troop chair for the family giving campaign that has increased support from the local community and families.

Potential candidates for the **Outstanding Leader Award** could be the following:

- The troop leader/co-leader that recruits and retains an active troop committee that results in increased program opportunities for girls in the troop.
- The day camp unit leader who plans with older girl program aides and welcomes additional girls to her unit so that more girls have the opportunity to attend camp.
- The troop leader who develops a series of activities that give girls the opportunity to interact with people from different cultures in the community.
- The troop leader who consistently uses girl planning for troop meetings and activities as well as accepted new girls into an existing troop.

Presentation:

The presentation will be at a service unit awards event with appropriate ceremony and publicity.

LIMIT: The service unit may give only one Outstanding Leader Award and Outstanding Volunteer Award to an individual or to a leadership team (pins are available for each team member). Note: There may be extenuating circumstances in which the service unit may wish to present more than one award. Contact the volunteer manager in this case at (615) 460-0255 or info@gsmidtn.org.

Deadline for service unit award committee: To allow time for delivery submit the service unit Recipient Award form two weeks prior to the date needed, to: Girl Scouts of Middle Tennessee, ATTN: Volunteer Manager, 4522 Granny White Pike, Nashville, TN 37204.

Recommendation Form

Check for which recognition you are nominating:

- Outstanding Volunteer Outstanding Leader

Nominee name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Troop #: _____ Service unit #: _____

Nominee's present position(s) in Girl Scouting: _____

Girl Scouts of Middle Tennessee Nominee Adult Service and Previous Awards

Please complete the following to the best of your knowledge. If unknown, leave blank or write unknown.

Adult Position	Years Of Service	Training Received	Adult Position	Years of Service	Training Received
Leader/Co-Leader			Alternate Delegate		
Troop Committee Member			Trainer/Learning Spec.		
Troop Cookie Manager			Board Member		
Service Unit Manager			National Council Delegate		
Service Team Member position:			National Council Alternate Delegate		
Service Unit Product Sale Manager			Board Committee Member Committee:		
Special Event Director					
Day Camp Director					
Day Camp Staff					
Association Chair					
Delegate					

Previous Awards

Award Received	Year Awarded	Award Received	Year Awarded
Outstanding Leader		Honor Pin	
Outstanding Volunteer		Thanks Badge	
Leadership Development Pin		Thanks Badge II	
Green Leaf (number)		Other:	
Gold Leaf (number)		Other:	
Numeral Guard ()		Other:	
Appreciation Pin			

For adult service and previous awards refer to the service unit records for most current information.

Nomination Form

Check for which recognition you are nominating:

Outstanding Volunteer Outstanding Leader

Nominee's name: _____ Date: _____

This candidate is outstanding because: _____

Please give a detailed description of how the nominee has delivered service beyond the expectations of the position held:

Outstanding Leader candidate only: Please provide detailed description of how the candidate has demonstrated competence in at least two of the criteria listed for outstanding leader: _____

Outstanding volunteer candidate only: These are examples of nominee actively recognizing, understanding and practicing the values of inclusive behavior: _____

Additional information that may be useful to the committee: _____

Nominator name: _____
Nominator signature: _____ Phone (day): _____ (evening): _____
Address: _____
City: _____ State: _____ Zip: _____

**This Nomination Form and the Letter of Endorsement must be submitted to the service unit committee by the set date.

Letter of Endorsement

Check for which recognition you are nominating:

- Outstanding Volunteer Outstanding Leader

Submitted in support of: _____ Date: _____

I am recommending this candidate because: _____

List examples of how the candidate's performance has been outstanding or beyond expectations:

How the candidate's contributions have benefited Girl Scouts: _____

Outstanding leader candidate only: an example of our leader working well with girls is:

Outstanding volunteer candidate only: These are examples of nominee actively recognizing, understanding and practicing the values of inclusive behavior: _____

Additional information that may be useful to the committee: _____

Signature of endorser: _____ Phone (day): _____ (evening): _____

Address: _____

City: _____ State: _____ Zip: _____

**The Nomination Form and the Letter of Endorsement must be submitted to the service unit committee by the set date.