

Leader's Guide to Success

Revised March 2021



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The Girl Scout Promise

On my honor, I will try:
To serve God* and my country,
To help people at all times,
And to live by the Girl Scout Law.

The Girl Scout Law

I will do my best to be
honest and fair,
friendly and helpful,
considerate and caring,
courageous and strong, and
responsible for what I say and do,
and to
respect myself and others,
respect authority,
use resources wisely,
make the world a better place, and
be a sister to every Girl Scout.

Our Mission

Building girls of courage, confidence, and
character, who make the world a better place.

**Members may substitute for the word God in
accordance with their own spiritual beliefs.*

Follow Us Online!



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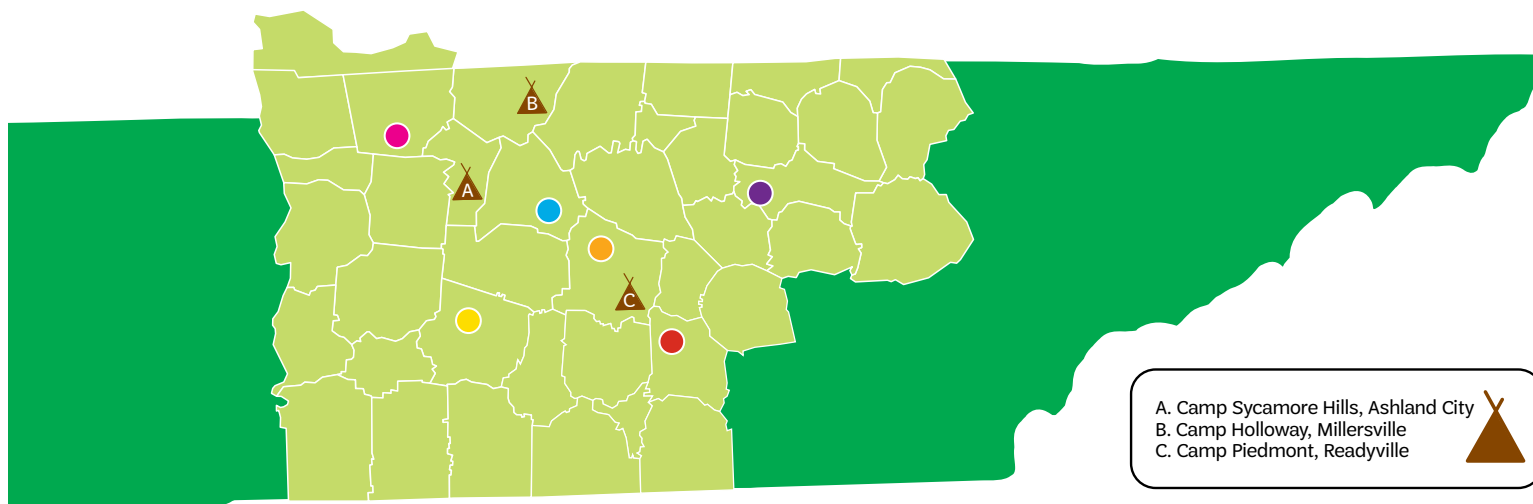
gsmidtn.org/blog

WELCOME TO GIRL SCOUTS!

We're so excited for you to join the Girl Scout movement.

Girl Scouts empowers girls everywhere to stand up and make a difference. Since Girl Scouts founding in 1912 by Juliette Gordon Low, girls have been making the world a better place. By nurturing innovation and developing leadership skills, we prepare girls to overcome challenges and advocate for their ideas now and later. With an emphasis on self-discovery, character building, and community impact, Girl Scouts helps girls become a powerful force for good in the world.

Our council spans a 39-county region made up of nearly 15,000 girls and 6,000 volunteers. Together, we are **Girl Scouts of Middle Tennessee**.



To find out about camps and programs offered at our properties or around Middle Tennessee, visit gsmidtn.org/calendar or check the **Available Activities** calendar in CouncilAlignMENT.

No matter where or how you volunteer, you'll make a difference in girls' lives. This go-to guide will prepare you to effectively lead during your first year as a Girl Scout volunteer. Need help along the way? Let us know! We have tools, training resources, and people to help support you through each step. To sign up or gain more information on the CPR/First Aid, Camping Skills 1, 2, and 3 trainings, reach out to Volunteer Resources at VolunteerResources@gsmidtn.org.

To show how much we appreciate you we offer a free CPR/First Aid, Camping Skills 1 and Camping Skills 2 training per troop. Contact Volunteer Resources for details on signing up.

You're now a part of our team. We can't wait to see the impact you'll make this year!

— Girl Scouts of Middle Tennessee Membership Team

LET'S GET STARTED

GIRL SCOUTS ARE GIRLS OF...



GROWTH

We provide girls with dynamic experiences that allow them to grow as individuals and contributing members of society. They develop lasting relationships, learn to embrace both success and failure, and are equipped with the skills needed to thrive in an ever-changing world.

EMPOWERMENT

We build a foundation for girls to empower themselves, take risks, and stand up for their beliefs. Our events and programs encourage girls to boldly pursue their unique interests and ideas.

LEADERSHIP

We provide all girls with unique opportunities to lead. We understand true leadership is taught, learned, and reinforced in a variety of settings. Therefore, it is our job to consistently and proactively remind all girls they are leaders and provide them with a multitude of opportunities to lead.

SERVICE

We are committed to helping girls leverage their own unique gifts and talents to make a difference in their communities. By our own example, we inspire girls to put service above self.

PERSEVERANCE

We teach girls the value of working hard. Girl Scouts seek challenges, work as a team, and build resilience to overcome obstacles.

And these girls are all of this because the work you will do. There's a lot you can lead them through but what matters most is building girls of courage, confidence and character.

GIRL SCOUT GRADE LEVELS



Daisies (grades K-1) sparkle with that “first time ever” newness in everything they do. They go on trips, learn about nature and science, and explore the arts and their communities. Girl Scout Daisies can also earn Learning Petals and receive participation patches.



Brownies (grades 2-3) work together, earn badges, and explore their community. Friendship, fun, and age-appropriate activities begin at the Girl Scout Brownie meeting and move out to the community and wider world. While earning badges, they build skills, learn hobbies, and have fun!



Juniors (grades 4-5) are big-idea thinkers. They're explorers at camp and product designers when they earn their Innovation and Storytelling badges, or even their Bronze Award. Every day, they wake up ready to play a new role.



Cadettes (grades 6-8) chart their own course and let their curiosity and imagination lead the way. They learn about the power of being a good friend, gain confidence mentoring younger girls and can earn the Silver Award.



Seniors (grades 9-10) are ready to take the world by storm. Their experiences help to shape their world, while giving them a safe space to be themselves and explore their interests. Girl Scout Seniors can earn their Gold Award — the highest award a Girl Scout can earn!



Ambassadors (grades 11-12) know that small acts create big change. Girl Scouts have the opportunity to take on leadership opportunities and participate on the teen advisory board. They also earn their Gold Award — the highest award a Girl Scout can earn!

GIRL SCOUT UNIFORM

Uniforms are an important part of the Girl Scout experience, connecting girls to Girl Scout traditions, displaying their accomplishments, and creating memories to last a lifetime. Girl Scouts at each level now wear one required element (tunic, sash, or vest) to display official pins and awards. Girls can mix and match pieces from the official Girl Scout collection to complete the uniform. Troop Leaders may opt to collect money from parents and purchase sashes, vests, and insignia from council, or ask parents to purchase items on their own. For a list of required parts to get a girl's uniform started, visit the Girl Scouting tab of Troop Resources online or reach out to the Cabin (nashvilleshop@gsmidtn.org). **Financial assistance is available for the required parts of the uniform. Ask your Regional Executive for more information and help with this.**

ORGANIZATIONAL STRUCTURE

Girl Scouts of the USA (GSUSA)

A national organization supporting the work of more than 100 councils across the U.S. for more than 100 years. Headquartered in New York, New York.

Girl Scouts of Middle Tennessee (GSMIDTN)

An independent 501(c)3 nonprofit chartered by GSUSA operating under the direction of a local board of directors and overseeing all service units and troops within our area.

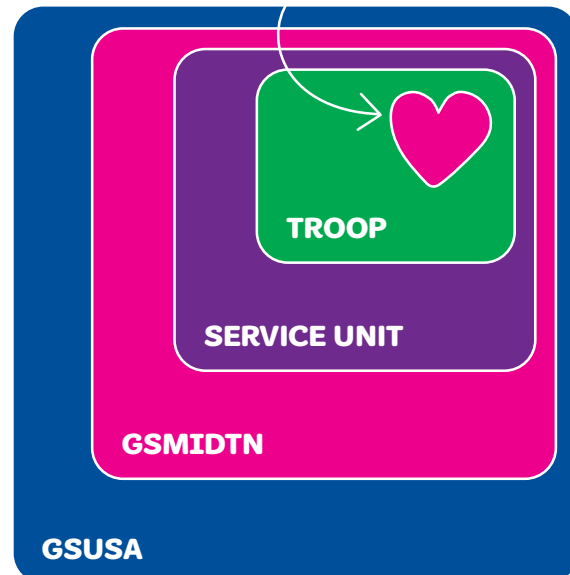
Service Unit

A cluster of troops comprised of volunteers who support the work of troop volunteers within a given geographic area.

Troops

Volunteer-supervised groups of girls who experience all Girl Scouts has to offer.

Girls and volunteers are the heart of our organization!



WHAT IS THE GIRL SCOUT PROGRAM?

Girl Scouts participate in programs as a troop or as individuals to earn badges, take trips, get outdoors, complete service projects, and explore their own personal interests. These activities help girls gain important skills in four focus areas that make up the foundation of Girl Scouts: **STEAM** (Science, Technology, Engineering, Arts, and Math), **Outdoor Adventures**, **Life Skills**, and **Entrepreneurship**.

In Girl Scouts, girls will:



Discover
Find out who they are, what they care about, and what their talents are.



Connect
Collaborate with other people, locally and globally, to make a difference in the world.



Take Action!
Do something to make the world a better place.

Journeys

Identify a problem, come up with a creative solution, create a team plan to make the solution a reality, put a plan into action, and talk about what they have learned. As girls go on Journeys, they'll earn awards to put on their uniforms. The Journey books are your resources for the requirements to earning awards.

Highest Awards

Bronze. Silver. Gold.

These represent the highest honors a Girl Scout can earn. All three awards give girls the chance to do big things while working on an issue they care about. Whether they want to plant a community garden and inspire others to eat healthy for their Bronze, advocate for animal rights for their Silver, or build a career network that encourages girls to become scientists and engineers for their Gold, they'll inspire others (and you!).

Badges

What have your girls always wanted to do? Make their own movie? Plant a garden? Great! They can learn to do all these things and more while earning Girl Scout badges. The Girl's Guide to Girl Scouting is your resources for the requirements to earning badges.

Patches

Think of patches like collecting memories in Girl Scouts. They're often a part of the fun activities you can do in Girl Scouts without the requirements of badges. Patches are always worn on the back of the vest or sash.



KEEPING GIRLS SAFE

While working with girls and learning new skills is fun and rewarding, assuming responsibility for other people's children means that some level of risk management and due diligence is involved. There are several resources we use to help you minimize risk and keep girls safe.

Understanding How Many Volunteers You Need

Girl Scout groups are large enough to provide a cooperative learning environment and small enough to allow development of individual girls. Girl Scouts' volunteer-to-girl ratios show the minimum number of volunteers needed to supervise a specific number of girls. These supervision ratios were devised to ensure the safety and health of girls.

Your group must have at least **two unrelated, approved volunteers** present at all times, plus additional volunteers as necessary, depending on the size of the group and the ages and abilities of girls. Any adult that is supervising girls must be an approved volunteer. Adult volunteers must be at least 18 years old and must be screened before volunteering. One Troop Leader in every group must be female. Please refer to the ratio chart below.

| Volunteer to Girl Ratio | Group Meetings | | Events, Travel, and Camping | |
|-----------------------------------|---|--|---|--|
| | Two unrelated volunteers (at least one female) for number of girls: | Plus one additional volunteer for each additional number of girls: | Two unrelated volunteers (at least one female) for number of girls: | Plus one additional volunteer for each additional number of girls: |
| Daisies (grades K-1) | 12 | 1-6 | 6 | 1-4 |
| Brownies (grades 2-3) | 20 | 1-8 | 12 | 1-6 |
| Juniors (grades 4-5) | 25 | 1-10 | 16 | 1-8 |
| Cadettes (grades 6-8) | 25 | 1-12 | 20 | 1-10 |
| Seniors (grades 9-10) | 30 | 1-15 | 24 | 1-12 |
| Ambassadors (grades 11-12) | 30 | 1-15 | 24 | 1-12 |

Planning Safe Activities

When preparing for any activity with girls, start by reading the Girl Scout Safety Activity Checkpoints for that particular activity. Each Safety Activity Checkpoint offers you required guidelines on where to do this activity, how to include girls with disabilities, where to find both basic and specialized gear required for the activity, how to prepare yourselves for the activity, and what specific steps to follow on the day of the activity. Safety Activity Checkpoints will note if a First Aid is required. *This can be found in the Troop Resources online under Safety and Travel.*

What to Do in an Emergency

Although we all hope the worst never happens, it's important to know and follow our council's procedures for handling emergency incidents. At the scene of the incident, safety is your first priority. Provide care for the injured person or obtain medical assistance and then immediately report the emergency to GSMIDTN staff.

Make sure a general first aid kit is available at your meeting place and accompanies girls on any activity. You may need to provide the kit if one is not already available at your meeting location. You must always have on hand the names and telephone numbers of our council office, parents/guardians and emergency services such as the police, fire department, or hospital.

YOU – A GIRL SCOUT LEADER!

What does it mean to be a Girl Scout leader? It is the amazing journey of helping girls build courage, confidence, and character through Girl Scouts. As a leader, it is important to remember that leadership can bring many joys, including developing a personal relationships with each girl in the troop, building new adult friendships through the sisterhood of Girl Scouts, receiving sincere appreciation and thanks from parents and, most importantly, knowing that you are shaping the future by working with a girl today.

What does it mean to you to be a Girl Scout leader? That is something you will discover throughout your time with the girls and adults in your troop as well as relationships you make with fellow Girl Scouts volunteers and families. It is an exciting adventure!

As a troop leader, you'll be developing meaningful relationships with the girls in your troop. Parents and guardians can also provide assistance and experience to your troop, and help make meetings and events run more smoothly. Here are some tips on fostering relationships with your girls' families:

Let them know that families and troop leaders need to work together to support the troop. Here are some benefits of parent/guardian involvement that you can share with families:

- Parents and guardians know their children better than anyone else. They can provide insight and help when it comes to planning and problem-solving.
- Involving caregivers can help keep girls interested in the troop and troop activities.
- Involved caregivers become closer to their girls, develop an extended social network, and are actively contributing to the community.

Ask for help in transporting girls on trips, bringing snacks, sharing special talents with the troop, or by attending troop meetings. Make a check list of tasks you'd like assistance with and have a sign-up sheet to ensure parent/guardian participation.

Communicate often with parents and guardians (through email or printed updates). Talk to parents as they pick up and drop off their girls.

If parents or guardians will be working directly with girls for more than six hours, they'll need to become a registered volunteer. There are many ways that the families can participate in a girl's Girl Scouting experience.

Troop Volunteer Positions:

- Troop Leaders
- Troop Cookie Manager
- Troop Fall Product Manager
- Troop Treasurer
- Troop Volunteer (field trip chaperone, occasional help, etc.)

Troop Leader Responsibilities

- Liaison with service unit volunteers and council staff
- Troop financial management
- Communication with parents
- Girl safety

Troop Committee Responsibilities

- Assist Troop Leader
- Girl safety
- May drive girls, coordinate finances, and/or chaperone troop activities
- Provide extra help at troop meetings

Parent/Guardian Responsibilities

- Communicate with Troop Leadership
- Provide permission and information needed for participation in activities
- Ensure current membership for girls
- Provide transportation to and from meetings
- Complete and submit the Health History form

Girl Responsibilities

- Be ready to learn and have fun
- Use your imagination and creativity
- Always stay with the group and be safe
- Clean up after yourself
- Listen when others are speaking
- Have fun!

*All Girl Scouts live by
the Girl Scout Law!*

YOUR FIRST FAMILY/PARENT MEETING

Girl Scouting provides the best opportunities for girls when families step up and play an active part in the troop. Without meaningful support from parents, it's difficult for a troop to be all it can be. Plus, girls feel a special sense of pride when their families take part and show interest in the things they are doing!

Kicking off each year with a parent meeting sets the troop up for success. Outlining clear expectations, building a team, and engaging parents in the Girl Scout experience is a great way to start off on the right foot. When parents are involved, leaders have support, and the troop has a plan, girls benefit!

Things you'll discuss at the family meeting:

- Ask parents for help and set up expectations for help
- Discuss troop finances

Materials Recommended

A sample sign in sheet is included in Troop Resources under Troop Setup.

This is a recommended list of items to be given to the parents/guardians upon entering the family/parent meeting. Troop leaders do not turn the below items in, but store in binder.

- Girl and Adult Health Record (required; provided in your meeting in a bag)
- Parent/Guardian Code of Conduct (optional but highly recommended; found on Troop Resources)
- Behavior Contract for Girl Scout (optional but highly recommended; found on Troop Resources)

Sample Meeting Agenda

1. Welcome/Introductions
2. Meeting Dates (This is decided by both when the leader is available and what's best for families.)
3. Parent/Guardian Support
 - Ask parents to sign up for the support positions (treasurer, cookie parent, etc.)
 - Ask remaining parents to sign up for general support and help when needed
4. Logistics and paperwork
 - Registration on CouncilAlignMENT – At this point, parents should have already requested a login through CouncilAlignMENT. Now, parents will need to register their daughter online and pay the registration fee of \$25. Pass out the half-sheet piece of paper to parents with detailed instructions on how to register.
 - Health Record for Girls
 - Troop Finances and Dues
 - Ordering Uniforms
5. Friendship Circle

GUIDING YOUR TROOP EXPERIENCE

Use these questions to talk with your Troop Committee volunteers to outline your troop's structure before discussing these topics with parents/guardians.

- **How often, when will we meet, and for how long (length of each meeting and until what part of year)?**

- **Where will we meet?** Your meeting space should be somewhere safe, clean, and secure that allows all girls to participate. Some great meeting space ideas include schools, places of worship, libraries, and community centers.

- **Which components of the uniform will families need to purchase?**

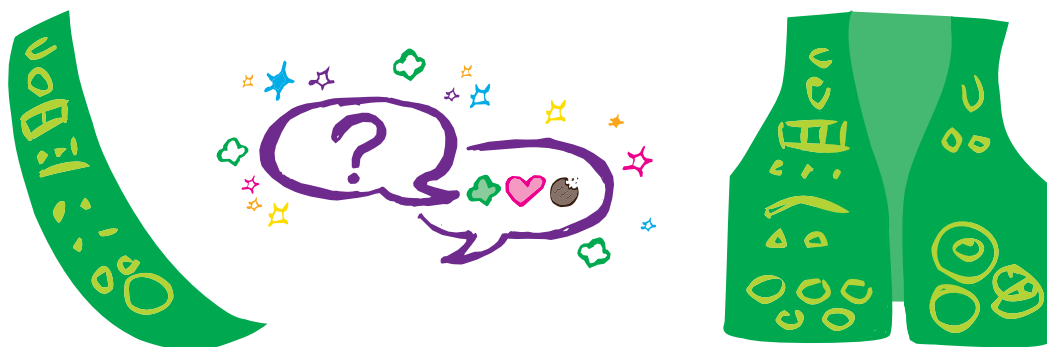
- **Will our troop be a single-grade level or facilitated as a multi-level troop with girls of many grade levels combined into one troop?** If multi-level, how will we make sure they each get an age-appropriate experience?

- **How are we going to work with girls to decide on activities that are what they want to do, age appropriate and help them discover, connect, and take action?** You can utilize the Badge Buddies and Year Plans to help guide you through this.

- **How and how often are we going to communicate to parents/guardians?** Keep everyone in the loop to make sure they know when, where, and what the activities will be and that girls are prepared for the activity. Effective communication will help set expectations and clarify parent/guardian responsibilities.

- **How will we fund the fun?** Will our troop charge dues, use product program proceeds, and/or charge per activity? How much money will we need to cover supplies and activities? Outline a financial plan, and then fill in the details once girls determine what they want to do this year.

Remember, Girl Scouts is designed to be girl-led. Talk to the girls about what they would like to get out of Girl Scouts this year and make sure you are having fun!



LET'S GO — YOUR FIRST TROOP MEETING!

The first troop meeting is always exciting! It is really where you will see the adventure of being a Girl Scout Troop Leader start to unfold. Remember to have fun! As you help the girls on their journey to discover, connect, and take action in the world around them, those experiences will be a part of your Girl Scout journey too. Enjoy it! **Your first troop meeting is a great chance to:**

- **Get to know the girls!**
- **Brainstorm all of the exciting things the girls want to do this year.**
- **Introduce girls to Girl Scout traditions.**
- **Introduce the whole troop volunteer team to the girls and their parents/guardians.**

First Meeting Preparation Checklist

- Cover the basics. Review the details about when and where the meeting will take place and that all the parents know that information. You might find it helpful to visit the location beforehand.
- Get ready. Use CouncilAlignMENT to verify your troop roster and email your parents. This might be a great time to check if you have a girl's health history form, uniform order form, or troop dues.
- Review and practice your agenda. This will help you feel calmer and flexible during the meeting.
- Expect to have fun! When the girls and parents see that you are prepared for the meeting and ready to have a great time, they will follow your lead!

1 Start Up (5 minutes)

Plan activities for girls as they arrive at the meeting so they have something to do until the meeting begins. It could be as simple as coloring pages, journaling or talking with each other.

2 Opening (5-10 minutes)

Each troop decides how to open their meeting – most begin with the Girl Scout Promise and Law, a simple flag ceremony, song, game, story, or other activity designed by the girls.

3 Activities (30-45 minutes)

Utilize our Girl's Guide to Girl Scouting and/or the meeting plans found on CouncilAlignMENT. Activities are already designed to fit easily into this part of your meeting as you help your troop earn badges and complete Journeys.

4 Clean Up (5 minutes)

Girl Scouts should always leave a place cleaner than they found it!

5 Closing (5-10 minutes)

Just like the opening, each troop can decide how to close – song, game, story, or friendship circle.



To make a friendship circle and pass a friendship squeeze, stand with the girls in a circle and cross your right arm over your left, then link hands with the Girls Scout standing beside you. To pass a friendship squeeze determine who will start the squeeze. This person should silently think a happy thought for the girl next to her and gently squeeze her hand. That girl will do the same and squeeze the next girl's hand until the squeeze has gone all the way around the circle. Once the squeeze returns to the start, the Girl Scouts lift their arms up and twist until they are facing out. The circle breaks and the meeting concludes.

6 Business (5 minutes)

Collect dues, make announcements, or plan an upcoming event or trip while parents/guardians are present – this gives you a chance to keep families informed.

WHAT YOU NEED TO KNOW ABOUT TROOP FINANCES

Open a Bank Account – As Troop Leader, you and one more approved volunteer should establish a bank account for collection of troop dues (optional), payment of troop supplies and activities and product sales revenue (Fall Product Program & Cookie programs). Your Regional Executive will guide you through this process.

Financial Assistance – Finances shouldn't stand in the way of a Girl Scout's participation. Any girl needing financial assistance for membership, uniform, programs, or camp, should ask GSMIDTN staff about their options.

Tax Exemption – As a 501(c)3 nonprofit, volunteers can use the GSMIDTN Tax Exempt Form when purchasing supplies and materials for Girl Scout troop use. *This is found in Troop Resources online under Forms.*

Funding the Fun!

Girls have some big ideas about what they want to do in Girls Scouts – and as a Troop Leader, you will guide them on how to plan and budget for those ideas. How do you do this?

Troop Dues – Many troops decide to collect troop dues as a way to help provide start-up funds for troop activities and supplies. These could range from \$1-2 per meeting to \$40 for the entire school year paid all at one time. If your troop is going on a field trip and the troop will help cover the cost, you can ask for \$25. Most of the time, troop dues should not exceed \$25. It's completely up to each troop to decide what works best for them to support the activities they want to do. Troop leaders should tell parents what the troop dues will be used for before they are collected.

Money-earning Activities – The Fall Product and Cookie Programs are the primary money-earning activities for a troop. You will learn all about these fantastic programs in a separate training when the time is right. Troops that sold Fall Product and Cookies are eligible for additional money earning activities. These should be service or goods based and must be approved. For example, a troop can do a car wash if approved, but they can never have a Go Fund Me campaign.

Managing Your Troop's Funds

Remember, Girl Scout funds are girl-earned and girl-spent. How the funds are used is a decision made by the entire troop, not just the leaders, parents, or a few select girls from the troop. It is also important to know that troop funds belong to the entire troop and cannot be earmarked for individual girl use. Funds can be used to purchase badges and patches, Journey and guide books, uniform components, pay for celebrations and ceremonies, community service projects, field trips, and more. Let the girls come up with some ideas and then have the troop vote.

As the girls begin to spend their troop's funds, you or the volunteer responsible for the troop finances has a responsibility to keep track of the receipts and expenses. All income and expenses must be reported in the financial form, found in the Forms tab of Troop Resources. This should be turned into your Regional Executive in May.

Copies or originals of bank statements and receipts will be submitted, so be sure to save them throughout the year. Girl Scout Troop Leaders should report out to troop parents about finances at least three times per year.

FUNDING THE FUN!

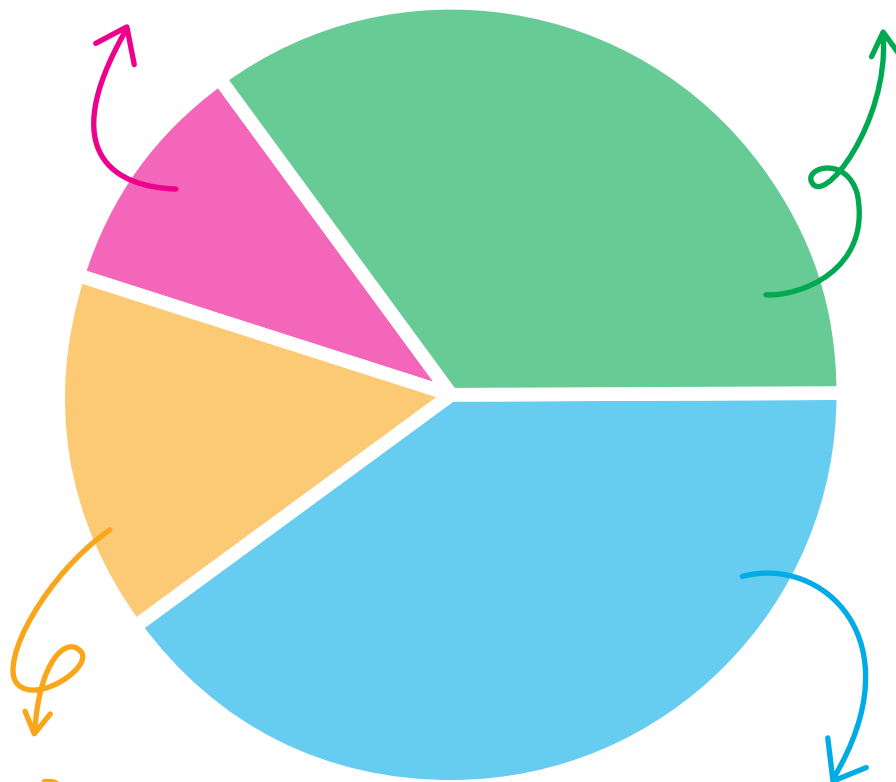
WHERE DOES THE MONEY GO?

Donation (Gift to Girls)

Girls can receive full registration fees, uniforms, and program and camp experiences through the support our families give to the Gift to Girls program. We ask that every Girl Scout troop give a \$5 average per Girl. Your troop will even receive a free patch if the \$5 per girl average is met! Gift to Girl donations can be made when registering your Girl Scout on CouncilALIGNMENT.

Membership*

Every participant (girl or adult) in Girl Scouting must register and become a member of Girl Scouts of the USA (GSUSA). GSUSA membership dues are valid for one year. Membership dues (currently \$25) are sent by the council to GSUSA; no portion of the dues stays with the council. Membership dues may not be transferred to another member and is not refundable. Parents will individually register their Girl Scout online through CouncilALIGNMENT.



Troop Dues

Troop dues vary from troop to troop and are optional. Troop dues should include any materials, supplies, snacks, or crafts to be used during the badge-earning troop meeting. Troop dues should stay at or below \$25 for supplies, snacks and badges. If your troop is collecting dues and including a field trip or program, then the max is \$40 with an explanation of the dues for parents.

Uniform*

Girl Scouts at each level wear one required element (tunic, sash, or vest) to display official pins and awards. Girls can mix and match pieces from the official Girl Scout collection to complete the uniform. A uniform order form can be found under the “forms” section in your green binder. Uniform prices vary but are in the range of \$20-40 and can be purchased through the Girl Scout Cabin.

GIRL SCOUT VOLUNTEER RESOURCES

Girl Scout Handbooks and Badge Requirements

There is a handbook for each level with information, traditions, and all the fun options girls have. There are separate badge requirements packets for each badge and each level. Put the handbook and badge requirements together to make a unique experience for your girls!

Safety Activity Checkpoints

These are online lists containing everything you need to know to be prepared and keep your girls safe during a number of different kinds of activities outside of the normal Girl Scout troop meeting. *This can be found in Troop Resources under Safety and Travel.*

Volunteer Essentials

This resources contains information, policies and procedures to guide our volunteers and staff and to ensure that the Girl Scout program is delivered in a safe, consistent manner for girls across our council. By agreeing to be a Girl Scout volunteer, you're agreeing to follow the items laid out in this resource. The policies and procedures document is updated on a regular basis and the newest version can always be found on our website. *This can be found in Troop Resources under Resources.*

GSMIDTN Social Media

Want to know what other troops are doing? Interested in new activities for your girls? Like sharing photos and videos? Stay connected and help us share the Girl Scout love on social media! Be sure to like us on Facebook, and follow us on Twitter and Instagram. Email CommunicationsDept@gsmidtn.org to submit photos, and be sure to include troop number and name for a chance to be featured!

Newsletters

Every Wednesday we send out the Girl Scout Weekly Connection. It lets you know important information as well as new activities and opportunities for you and your Girl Scouts. When you register as an adult, you are automatically signed up for these newsletters.

Troop Resources

Now available online gsmidtn.org/troop-resources, this is the place where forms and information live. This binder will help you plan meetings, be safe, and get started or keep your troop running. Password for the online binder is **39counties**.

YOUR SUPPORT TEAM

Regional Executive (RE): _____

RE Phone Number: _____ RE Email: _____

Service Unit (SU) Number: _____ Service Unit Manager (SUM): _____

SUM Phone Number: _____ SUM Email: _____

SU Meeting Time, Day, and Location: _____

Office Hours:

Monday-Friday 8:30 a.m. – 4:30 p.m.

Cabin Hours:

We are open the first and third Saturday of each month (August - May).

| | |
|------------------|------------------------|
| Monday | 8:30 a.m. – 4:15 p.m. |
| Tuesday | 8:30 a.m. – 4:15 p.m. |
| Wednesday | 8:30 a.m. – 4:15 p.m. |
| Thursday | 8:30 a.m. – 4:15 p.m. |
| Friday | 8:30 a.m. – 4:15 p.m. |
| Saturday | 10:00 a.m. – 2:00 p.m. |

Locations:

- **Nashville Service Center & Shop**
4522 Granny White Pike
Nashville, TN 37204
Tel: (615) 383-0490
Email: Info@gsmidtn.org

- **Clarksville Service Center**
331 A4 Union Street
Clarksville, TN 37040
Tel: (931) 648-1060

- **Columbia Service Center**
1129 Trotwood Avenue, Suite 11
Columbia, TN 38401
Tel: (931) 490-8660

- **Cookeville Service Center**
1435 South Jefferson Avenue, Suite D
Cookeville, TN 38506
Tel: (931) 526-4925

- **Manchester Service Center**
506 Hillsboro Boulevard, Suite 103
Manchester, TN 37355
Tel: (615) 460-0256

- **Murfreesboro Service Center**
2690 Memorial Boulevard, Suite C1
Murfreesboro, TN 37129
Tel: (615) 890-2451

