

Troop Leader Guide

Ask your parents, guardians, and family members to promise 4 Hours, 4 Her!

The “4Her Promise” is an open door for all adults in a girl's life to participate in Girl Scouts and support their troop. Girls who have family support and participation in their Girl Scout adventures are more likely to stay in Girl Scouts. And families want to ensure their girl feels supported. In fact, one out of four people say they don't volunteer because no one asked them to—so, let's ask!

Set Expectations and Build a Network of Support

- Hold a family meeting early on to build a network of success and set an expectation for everyone.
- Encourage adult helpers to register as Girl Scout members. And keep in mind it's a required step for many support roles. Begin at gsmidtn.org/councilalignment
- Invite families to participate with a minimum of 4 hours and provide a wide variety of options and tasks to choose from. See provided handout.
- Provide flexible volunteer schedules—let families choose between 4 hours per day, week, month, or year!
- Request that everyone put their commitment in writing with the “4Her Promise” handout. Be sure to clearly communicate that some volunteers are required to register as a member and some roles require background checks.
- Stay in communication by creating a troop calendar, budget, and plan for updating families.
- After your families complete their promise, they will hand their commitment slip to you. Turn them in to your Regional Executive to collect the special patches for your families, and pass them out at your next meeting to those who earned them!

Delegate Tasks – Large and Small – for Families to Help With

- Manage the troop product programs as Troop Coordinator*
- Manage troop funds and bank account as the Troop Finance Manager*
- Become a Certified Troop Camper* and chaperone camping and other outdoor adventures
- Help as a Chaperone* for field trips, activities, and other events.
- Be the troop's Communication Coordinator—share troop news with families and Service Unit
- Provide transportation for outings and activities as a Driver*
- Support as the troop's Event Coordinator—coordinate logistics, venue-set-up, décor, food etc. for special troop events.
- Provide general support to leaders during meetings as a Helper
- Shop and prep troop supplies, snacks or other items as a Shopper and Prepper

Recognize & Retain

- Ask families about their satisfaction with the project or task they took on and for their ideas to improve the volunteer experience.
- Publicly thank and recognize each girl and her family when they fulfill the 4Her Promise.
- Take it a step further and build a stronger support system by including families in the troop's special events and celebrations.

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4Her

girl scouts
of middle tennessee

*We're asking for your promise of
4 volunteer hours per family—4 Her.*

The “4Her Promise” is an open door for parents, guardians, and family members to participate in Girl Scouts and support their troop. It can build a solid support base and strengthen a girl’s chances of longevity with their troop. Girls who have family support and participation in their Girl Scout adventures are more likely to stay in Girl Scouts.

There are only so many hours in a day, and girls and their families must balance many interests, commitments and responsibilities. That’s why Girl Scouting today is more flexible than ever!

Girl Scout troops rely on family support for girls to receive the best experience possible. Troop Leaders have committed to provide primary guidance, support and planning, but we’re asking all families to help when possible.

What Can a 4-Hour Promise Do?

- The 4Her Promise is an open door to participation for parents, guardians, and family members. Your girl’s troop can accomplish so much more—with just a little help.
- Provide a solid support base and strengthen a girl’s chances of longevity with the troop—leaders have reported lack of parent support as the number one reason troop members quit.
- Significantly increase communication—and camaraderie—among all the troop’s families.
- Witness your Girl Scout develop leadership skills in Girl Scouting.

Customize Your Role

On the back of this flyer is a list of ways to support your troop this year. Please indicate how you plan to help and return the top portion of this flyer to your Troop Leader. All family members are invited to participate!

A special patch is available for girls whose families complete 4 hours of troop help. Ask your troop leader for details.



Please complete this section and keep it with you as a reminder of your commitment to support your Girl Scout's troop this year! On the back is a log for your hours. Turn it into your Troop Leader once your promise is kept to receive a special patch for your girl!

I promise to contribute to the success of Girl Scout Troop _____ this year by volunteering at least 4 hours of my time.

Adult Name _____ Girl Name _____

How I'll Help _____

Phone Number _____ Email _____

Yes! I can help!

Place a checkmark in the boxes next to the things that you can do to help make this a great Girl Scout Leadership Experience for all the girls in the troop! Return the top section to the Troop Leader now. Keep the bottom to track your hours. Turn in the bottom section to your Troop Leader once you've kept your commitment to get your Girl Scout her special patch!

All adults who help the troop regularly, have regular contact with girls, transport girls, or handle troop funds must complete the annual \$25 Girl Scout member registration and complete a background check. We encourage all adults to register as members regardless of role.

Adult Name _____

Girl Name _____

Troop Number _____

Phone Number _____

Email _____

Yes, I can do this!		Position Name	Quick Description
	<div><div></div><div></div><div></div></div>	Troop Treasurer	<ul style="list-style-type: none">• Helps with budgeting, collections, deposits, and payments.• Keeps accurate troop records and submits financial reports in a timely manner.• Signer on the troop checking account.
	<div><div></div><div></div><div></div></div>	Troop Fall Product Coordinator (TFPC)	<ul style="list-style-type: none">• Manages and coordinates troop participation in the fall product program.• Attends service unit product program training.• Trains girls and parents/guardians at a troop meeting.• Reviews and distributes product orders
	<div><div></div><div></div><div></div><div></div></div>	Troop Cookie Coordinator (TCC)	<ul style="list-style-type: none">• Manages and coordinates troop participation in the Girl Scout Cookie Program.• Attends service unit cookie program training.• Trains girls and parents/guardians at a troop meeting.• Confirms orders with parents/guardians and enters all data into cookie program database (eBudde)
	<div><div></div><div></div></div>	Cookie Program Booth Chaperone	<ul style="list-style-type: none">• Sets up booth table and chaperone shifts of girls during direct sales.• Collects money from booth sale and returns to troop cookie manager.
	<div><div></div></div>	Service Project Coordinator	<ul style="list-style-type: none">• Helps troop leaders and girls plan and complete community service projects.
	<div><div></div><div></div><div></div></div>	Outdoor Experience Coordinator	<ul style="list-style-type: none">• Helps plan camp outing(s) or other outdoor experiences with girl and adult input.
	<div><div></div><div></div></div>	Driver	<ul style="list-style-type: none">• Transports group of girls to field trip locations.• Must have valid driver’s license and vehicle insurance.
	<div><div></div></div>	Shopper or Prepper	<ul style="list-style-type: none">• Shops for troop supplies, including badges, or preps needed materials.
	<div><div></div></div>	Ceremony/Recognition Coordinator	<ul style="list-style-type: none">• Works with leaders to plan troop ceremonies, such as investiture at start of year, bridging at end of year, and awards at end and/or middle of year.

Time Commitment Key

- ☐

 Training available
- ☐

 All adults who help the troop regularly (6 hours or more), have regular contact with girls (6 hours or more), transport girls, or handle troop funds must complete Girl Scouts of Middle Tennessee's volunteer application and background check process. Contact your Regional Executive to begin.
- ☐

 as needed, occasional, time varies
- ☐

 seasonal, 2 months, 3-5 hours a week routine
- ☐

 15-30 minutes a month

Please fill out the dates and hours you volunteered with your Girl Scout's troop. Return to your Troop Leader to receive your Girl Scout's special patch!

Date	Event	Location	Hours
Example: 5/25	Teddy Bear Picnic	Community Park	2