



POSITION TITLE:	Girl Member of the Board of Directors
APPOINTED BY:	Board of Directors, usually at its May meeting
TERM OF APPOINTMENT:	One [1] year. Term begins upon appointment.
ACCOUNTABLE TO:	Board of Directors
MAINTAINS CONTACT WITH:	Board Chair, other board members, and CEO

#### Principal Tasks

1. Accept the basic beliefs and principles that support the organization and maintain current membership registration with Girl Scouts of the USA.
2. Attend orientation and training events provided for board members.
3. Attend board of directors meetings either in person or electronically. Come well prepared, having read materials prior to meetings. Participate actively in discussions and debates at board meetings. Publicly support decisions of the board, regardless of a personal point of view. Understand parliamentary procedure. Maintain confidentiality.
4. Take part in the democratic process with full privileges to speak and participate in all matters at board meetings except voting. Laws of the Commonwealth of Kentucky make it inappropriate for girl representatives under the age of eighteen [18] to vote at board meetings.
5. Attend the annual meeting of the council. Council bylaws indicate that girl members of the board are automatically voting members at the annual meeting.
6. Acquire knowledge of the council's constituency by attending Area Association/Council Forum meetings and appropriate Girl Scout activities outside of her troop. Consider reactions and proposals from the membership on appropriate major issues.
7. Support the development of the council's financial resources by being a spokesperson on behalf of Girl Scouting and encouraging adults to make thoughtful financial contributions.

#### Areas of Responsibility

In carrying out its responsibilities, Girl Scouts of Kentuckiana board of directors functions in 10 major areas:

1. Fulfilling charter obligations and corporate responsibilities
2. Policymaking
3. Selection, performance, and evaluation of the executive director
4. Strategic planning
5. Fund development
6. Fiduciary oversight
7. Interaction with the community
8. Oversight of the management function
9. Review of the accomplishments of the board and the chair
10. Ensuring a system for policy influencing between the adult membership and the board of directors



2021-2022 Girl Board Application  
**Application Deadline is 5:00 p.m. EST May 10, 2021**

Full Name:		Telephone:	
Address:			
City:	State:	Zip:	
Email:		Number of years in Girl Scouting:	
High School:		Current school grade:	

Answer each question on another sheet(s). Put your name on each sheet. Typed answers are preferred, but not required. If you are hand writing, please make sure the answers are legible.

**A. Background**

1. Give a brief description of your Girl Scout career including leadership experiences in Girl Scouting. Include major experiences with your troop, awards, planning board activities, destinations, etc.
2. What are your interests outside of Girl Scouts, and what leadership experiences have you had in other organizations – school, church, community, clubs, etc?
3. Why are you still a Girl Scout? How has Girl Scouting made a difference in your life?
4. Why do you wish to serve as a girl member of the board of directors?
5. What do you see as your role on the board of directors?

**B. Information**

Girls must currently be in 10<sup>th</sup> or 11<sup>th</sup> grade to apply for this position. The board will appoint girl members at its May meeting. The Board Development Committee will review the girl applications and will recommend girl nominees to the board prior to the May board meeting. If you're interested, fill out the enclosed application form. Girl members of the board serve for a term of one year. Attendance at board meetings is expected. The meetings take place from 5:00 pm to approximately 7:30 pm Eastern Time and are usually held the fourth Tuesday of September, November, January, March and May at the Louisville PLC or via Zoom. There will be a board retreat in the spring or summer. Parents will need to request an excuse from school for this, as an educational activity, if that is necessary to allow attendance. GSK can provide documentation of attendance if needed.



Full Name of Applicant:
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C. References

Please include a sealed reference from someone who knows you well and is familiar with your Girl Scout activities and/or other volunteer activities. If you are mailing the reference, ask the writer to put it in a sealed envelope and to sign her/his name across the seal. If the writer is mailing it personally, or e-mailing the information, s/he should include complete identification and contact information with the reference. *Please do not ask a relative to write a reference letter.* It is your responsibility to follow up on the reference and confirm that it has been submitted.

Reference person's name:		Telephone:	
Address:	City:	State/Zip:	
Email:			
How has this person become familiar with your Girl Scout activities or in what other way does this person know you?			

D. Statements

Statement of Applicant

I have read the position description of girl member of the board of directors for Girl Scouts of Kentuckiana, and the information above. I understand the expectations, including the need to miss school to attend these meetings. If selected, I will fulfill those expectations to the best of my ability.

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

Statement of Parent/Guardian

I understand that \_\_\_\_\_ (candidate's name) wishes to be considered for the position of girl member of the board of directors for Girl Scouts of Kentuckiana. I have read the information above and the position description. I understand the responsibilities of this description. We have discussed the school attendance policy with school authorities (if applicable), and she has my support and permission to seek appointment to this office and to attend these daytime meetings.

Signature of Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_

- E. Submission of Materials (Keep a copy for your records)  
Submit all materials, by mail postmarked by the deadline or emailed  
**No later than 5:00 p.m. EST, May 10, 2021**  
If you are sending by email, your printed name/email address is a valid signature.

Board Liaison  
Girl Scouts of Kentuckiana  
2115 Lexington Road  
Louisville, KY 40206  
Phone: 502-413-2859  
[board@gskentuckiana.org](mailto:board@gskentuckiana.org)

### Helpful Hints for Completing the Application

- Start well ahead of the deadline so you can think about your answers.
- Have someone you respect read a draft of your application and ask them to tell you if your ideas are well-written, and easily understood.
- Neatness counts. Typed responses are preferred. If handwritten, make sure your answers are readable. Don't crowd too much on a page or on a line.
- Check grammar and spelling.
- Choose your reference wisely. Ask the person if they will write a good reference for you. Follow up to make sure the reference has been sent and received. It is best for you to gather and submit the reference with your application to ensure that it has been submitted.
- Sometimes pages get separated. Please put your name on each sheet sent.
- If we do not receive your application, including your reference, by the deadline, you will not be considered for the position.
- If you are emailing your application, your printed name and email address will be considered as a valid signature for you. Please ask your parent or guardian to email the parent/guardian statement separately, from a different email address if possible.
- Please send your application early, as sometimes things take longer to arrive than you might anticipate, even by email.
- For questions contact: the Board Liaison at [board@gskentuckiana.org](mailto:board@gskentuckiana.org)

### What should you expect at a board meeting?

There are a maximum of 18 adult board members. The number of girl board members varies from year to year, and has ranged from two to six. Documents to be considered on the agenda will be sent prior to the meeting, and/or put on a board web page. Following the agenda, the board will consider:

- a consent agenda - minutes and other items which do not need discussion
- various recommendations from board committees – recent issues have included changes in council policy, consideration of the council budget, board position descriptions, area association boundaries, the jurisdiction of the council, consideration of council strategic priorities
- reports, written or oral, from board committees
- treasurer's report
- discussion of strategic issues