

Girl Scouts of Virginia Skyline Council, Inc.

**Position:** Substitute Delegate for 2006-2008

**Purpose:** To assume the role of council delegate when appointed by the service unit or membership voice committee to represent the membership of the corporation.

**Accountability:** The substitute delegate is accountable to all registered members within the service unit or at-large group.

**Responsibilities and Principal Duties:**

- Maintains membership with Girl Scouts of the USA throughout the term of service.
- Takes training necessary for the position prior to the annual meeting.
- Signs the position agreement.
- Attends at least one decision-influencing meeting during each membership year.
- Participates in education of the membership about policy influencing in GSVSC.
- Gathers feedback for the board of directors on proposals and board issues and actions.
- Offers input to the board of directors in establishing corporate goals through discussion at service unit and decision-influencing meetings and/or the council's annual meeting.
- Gives general direction to the board of directors and receives reports from them.
- Promotes interest in the affairs of the council by promoting attendance at the council's annual meeting.
- Attends and participates in all council meetings (annual and called) voting on issues affecting the entire council and reports the results to the service units or at-large groups.
- Elects officers of the council, members at large of the board of directors, nominating committee members, and delegates to the national council meeting when needed.
- Reports back to the service unit or at-large group.
- Adheres to the council's affirmative action policy that there shall be no discrimination on the basis of race, sex, creed, national origin, religion, socioeconomic status, handicap, or age.
- If appointed to the delegate position, will then **complete the term** of the delegate and assume all responsibilities for the position.

**Qualifications:**

- Is age 14 or older on or before October 1 immediately preceding their election.
- Demonstrates knowledge of the Girl Scout movement.
- Demonstrates good communication skills.
- Exercises sound judgment and objectivity when analyzing issues.
- Demonstrates a willingness to devote sufficient time to fulfill the responsibilities of the position.
- Supports council goals.

**Term:**

Substitute delegates shall be elected for a two-year term and may be re-elected for an indefinite number of terms unless appointed to the delegate position. If appointed to the delegate position, the appointment will be for the unexpired term of the delegate until the next election.

*I have read the position description and agree to carry out my responsibilities as described. I understand I may choose to resign if I feel I cannot fulfill the responsibilities of the position and will notify the service unit manager or membership voice committee.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip