



**Section A: For All Members** Check One:  Re-registering  New (first time registering)  Lifetime member

**Troop:** \_\_\_\_\_ **Grade:** \_\_\_\_\_ **School:** \_\_\_\_\_ **Community:** \_\_\_\_\_

Volunteer Position \_\_\_\_\_ Troop # \_\_\_\_\_ Volunteer Position \_\_\_\_\_ Troop # \_\_\_\_\_ Other Position \_\_\_\_\_ Troop # \_\_\_\_\_

(\*Positions include but are not limited to troop leader and troop cookie sale manager: see reverse side for more options)

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Prior Name \_\_\_\_\_ Year Name Changed \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Previous Address (if moved in last 5 years) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Employer \_\_\_\_\_ Occupation \_\_\_\_\_ Business Phone \_\_\_\_\_

The registrant's racial background is:  African American  American Indian  Asian  Hawaiian/Pacific Islander  White  Other \_\_\_\_\_

The registrant's ethnic background is:  Hispanic or Latina  Not Hispanic or Latina

**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.

**Section B: For Members Working With Girls**

Yes  No Have you or anyone in your household ever been convicted of a crime or have charges pending (other than a traffic violation)?  
 If yes, please state the name of the person, the offense, date of occurrence, and country/state took place \_\_\_\_\_

Yes  No Do you use illegal substances? \_\_\_\_\_

Yes  No Other than the previous, are there any facts or circumstances involving your background that would call into question you being entrusted with the supervision, guidance, and care of young girls as well as the fiscal management of funds?  
 If yes, please explain \_\_\_\_\_

**Section C: Background Check Authorization and Release**

I understand that Girl Scouts of Manitou Council, Asurint, Ltd. or other authorized third parties may be conducting a background check in connection with my application for volunteerism. This background check may include an inquiry into my employment history, education, general character or reputation, work experience, driving history, criminal history, credit history, and such other information that may be required.

I understand that Girl Scouts of Manitou Council may rely on all or any part of this information in determining whether to extend an offer of volunteerism to me. I further understand that if any adverse action is taken by Girl Scouts of Manitou Council based upon any of this information, that I will be provided a copy of such information along with a summary of my rights under the Fair Credit Reporting Act.

I understand that a background check may be performed by Girl Scouts of Manitou Council or its representatives as a part of the pre-volunteerism process, in order to evaluate the suitability of an applicant for volunteerism and is not conducted for any other purpose other than in connection with an application for volunteerism. I understand that the information supplied by me shall be used solely for the purposes of obtaining information, validating or verifying information received, as a part of the background check.

I, the applicant for volunteerism, have read this pre-volunteerism disclosure and by signing the application, hereby authorize Girl Scouts of Manitou Council, its representatives, agents, and authorized third parties, including Asurint, to conduct a background check, as described herein, in conjunction with my application for volunteerism and hereby release said parties from any and all liabilities related to the use, procurement or disclosure of any information provided by me or obtained about me in connection with my application for volunteerism and a background check that may be performed. I further direct and authorize such third parties who may be the custodians of or who may be in possession of requested records or information to disclose such information or records to Girl Scouts of Manitou Council, Asurint or their representatives and agents, in connection with this authorization and release. I voluntarily provide my date of birth and social security number in order to obtain, and verify records obtained, in the background check.

**Section D: Method of Payment \$25**

Circle one: Cash Check Charge Amount \$ \_\_\_\_\_

Visa/MasterCard/Discover: Name on card \_\_\_\_\_ Account # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Signature to Authorize card \_\_\_\_\_ (Signature is required for credit card payment) Card Security ID# \_\_\_\_\_

Girl Scout annual membership fee is not refundable or transferable. For more information contact the Girl Scout Center. If you would like to make a donation, simply indicate the amount in the "amount" line after cash/check/charge.

The lifetime membership dues are \$400.

**Section E: For All Members**

I certify that all the information provided on this application is true and complete. I understand that falsification of any information may be considered justification for non-acceptance or dismissal if discovered at a later date. I read and agree to the conditions of the background check authorization in Section C and the volunteer agreement on the reverse side of this form. I understand that when participating in Girl Scouts I may be photographed for print, video, or electronic imaging and give permission for my image to be used in promotional materials, and to receive texts/e-mails related to Girl Scouting at the numbers/address provided. (Please contact Nathan Birr at [nate@gsmanitou.org](mailto:nate@gsmanitou.org) with any concerns.)

**Volunteer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

(Signature is required for membership)



## Background Check & Training Information:

(Please Complete All Sections for New Volunteers)

### **Part 1: Completed by volunteer who recruited you, i.e. service team member, troop leader, etc.**

**Step 1:**

Check the Wisconsin Department of Corrections Sex Offender Registry website <http://offender.doc.state.wi.us/public/home.jsp>

Volunteer on Registry \_\_\_ Yes \_\_\_ No Signature of person who completed the check \_\_\_\_\_ Date Checked \_\_\_\_\_

**Step 2:**

Check the Wisconsin Circuit Court Access (WCCA) website <http://wcca.wicourts.gov/index.xsl>

Background Check O.K. \_\_\_ Yes \_\_\_ No Signature of person who completed the check \_\_\_\_\_ Date Checked \_\_\_\_\_

Questions and/or concerns regarding information on the sex offender registry or WCCA; contact Girl Scouts of Manitou Council at (920) 565-4575.

Comments \_\_\_\_\_

Name of staff member spoke to \_\_\_\_\_ Date \_\_\_\_\_

### **Part 2: Completed by applicant**

To be a Girl Scout volunteer you should complete training for your position within one year of appointment.

For New **troop leaders:** The following will guide you to the required training.

Part I: Face-to-face orientation

Part II: Online learning

Additional Options: Please check the Girl Scouts of Manitou Council website, [www.gsmanitou.org](http://www.gsmanitou.org), for other learning opportunities. If you prefer face-to-face training, please contact Girl Scouts of Manitou Council at [growstrong@gsmanitou.org](mailto:growstrong@gsmanitou.org).

For New **troop cookie sale managers**, go to <https://www.gsmanitou.org/en/cookies/for-cookie-sellers/troop-cookie-sale-manager.html> for information on completing the VIP training.

All other volunteer positions will be contacted directly by Girl Scouts of Manitou Council for training options. If you have any questions on training, please contact [growstrong@gsmanitou.org](mailto:growstrong@gsmanitou.org).

### GIRL SCOUTS OF MANITOU COUNCIL VOLUNTEER\COUNCIL AGREEMENT

**VOLUNTEER AGREES TO:**

1. Pay the annual membership fee and maintain membership with the Girl Scouts of the USA.
2. Adhere to Girl Scouts of Manitou Council volunteer management policies.
3. Fulfill duties as outlined on the position description.
4. Complete training for the volunteer position(s).
5. Communicate with the supervisor on a regular basis and participate in an evaluation.
6. Support and comply with the policies and standards of Girl Scouts of the USA and the Girl Scouts of Manitou Council.
7. Encourage diversity and equity at all levels of Girl Scouting.
8. Other: \_\_\_\_\_

**GIRL SCOUTS OF MANITOU COUNCIL AGREES TO:**

1. Provide a position description and agreement.
2. Publish all volunteer management policies.
3. Assign a supervisor to support, problem solve, and evaluate volunteer efforts.
4. Offer training for the volunteer position(s).
5. Provide necessary ongoing information to the volunteer.
6. Give recognition for outstanding service.
7. Hold general liability insurance for Girl Scout activities.
8. Implement ongoing diversity and equity practices.
9. Appoint/reappoint volunteers based on completed application, registration, performance review, and background check.

### VOLUNTEER POSITION LIST

Troop Leader		Community Cookie Sale Manager	National Volunteer
Troop Committee Member		Depot Manager	CEO/Executive Director
Troop Cookie Sale Manager		Council President	Council Executive Staff
Area Manager		Council Board/Board Committee Member	Council Support Staff
Troop Organizer		Council Nominating Committee	Camp Staff
Member—No Assigned Position		Delegate	