

Adult Learning Trainer

Volunteer Position Description

When you see the whole, your part makes sense.

An Adult Learning Trainer help teach and support other volunteers. This helps volunteers feel ready and confident in their Girl Scout roles. You might lead classes in person or help them with what they learned online. Your job is to guide, cheer on, and inspire other volunteers as they grow in Girl Scouts.

Alone we can do so little; together we can do so much!

As an Adult Learning Trainer, you'll be supported by the Volunteer Support & Service Department, and may also work with other GSNEO staff from Customer Care, Girl Experience, and experienced volunteer trainers.

Know your role. Rock your role.

Here are some of the awesome things you'll do as an Adult Learning Trainer:

- Share important Girl Scout program info, safety tips, and current policies
- Help volunteers feel welcome, supported, and included in your class
- Teach with a positive attitude and encourage teamwork
- Work with staff and mentors to get feedback and grow your skills

Grow your skills, grow your future.

Being an Adult Learning Trainer helps you grow, too! You'll build skills like:

- Writing and planning lessons
- Staying organized
- Speaking in front of others
- Managing time
- Leading and teaching groups
- Solving problems
- Being flexible and thinking on your feet

Great work starts with clear expectations.

- **Follow the Rules:** Comply with GSUSA Policies, Standards and Guidelines, Volunteer Essentials, Safety Activity Checkpoints, GSNEO Bylaws, and GSNEO Volunteer Policies.
- **Membership & Safety:** Be a current GSUSA member and pass the volunteer screening process, to help keep girls and volunteers safe.
- **Communication:** Volunteers in this role need to be able to send and receive messages through email, text, or social media and agree to receive emails and texts from GSNEO and GSUSA.
- **Renewal:** This role is reviewed every year and can be renewed if both the volunteer and council staff agree.
- **Time Expectations:** Low commitment: 1-3 hours per month all year.
- **Required Training:** Complete required official onboarding course and/or peer shadowing experience to evaluate the skills necessary for independence in the Trainer / Facilitator role.
- **Recommended Training:** GSNEO leadership development courses, OWL Summit participation
- By taking this volunteer position with Girl Scouts of North East Ohio, I promise to follow the Girl Scout Promise and Law. I will keep all Girl Scouts information about members, volunteers, and staff private and respectful.