

First Aid Instructor

Volunteer Position Description

When you see the whole, your part makes sense.

First Aid Instructors teach basic First Aid, CPR, and AED skills using the American Red Cross curriculum. You'll help volunteers learn how to care for others and respond in emergency situations. This is an important role that keeps our Girl Scouts safe and prepared!

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

As a First Aid Instructor, you'll be supported by the Coordinator of Leadership and Development, the Volunteer Support & Services Team, and a trained Instructor Trainer from GSNEO.

Know your role. Rock your role.

Here are some of the awesome things you'll do as a First Aid Instructor:

- Check equipment before and after each class to make sure it's clean, safe, and working
- Return borrowed equipment within 5 days if used off-site
- Teach how to safely and correctly use all equipment
- Tell GSNEO about any broken, missing items, or reorders are needed
- Help review the program with other instructors and suggest ways to improve it
- Talk with volunteers and GSNEO staff by phone or email before and after classes
- Send a welcome email to participants 1-2 weeks before class
- Collect evaluations at the end of class
- Email signed rosters to training@gsneo.org within 3 days after the class
- Attend one in-person First Aid Instructor meeting each year

Grow your skills, grow your future.

Being a First Aid Instructor helps you grow, too! You'll build skills like:

- Public speaking and teaching
- Staying organized
- Managing time
- Leading a group
- Solving problems
- Planning and teaching a class
- Entering reports and following up
- 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.
- **Prerequisite:** Hold or be willing to obtain a Red Cross CPR/First Aid/AED Adult, Child and Infant certification
- **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 other year and can be renewed if both the volunteer and council staff agree.
- **Time Expectations:** Occasional commitment: Teach at least 4 courses annually
- **Required Training:** Current American Red Cross First Aid CPR / AED Instructor Course
- 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.