



If you've already familiarized yourself with the below information and you're ready to apply, click [HERE TO SUBMIT YOUR APPLICATION](#).

Girl Board Member General Information

Thank you for your interest in serving as a girl member of the Board of Directors during the 2024 calendar year. Applicants must be 14 years old or older and a high school student during the one-year term, January 2024 through January 2025. The application timeline is as follows:

- Candidates read the general information, job description, Code of Conduct, and complete the interest form.
- Fill out application by 5:00pm on Thursday, November 16, 2023.
- Friday, November 17th, the selection committee meets to review applications.
- In-person or virtual interviews will be held between Monday, November 20th and Thursday, November 30th.
- Final selection and candidates notified- week of December 4th.

Job Description

Girl Scout Western Oklahoma Girl Board Members serve in a very important leadership and advocacy role. Girl board members represent the council's "girl voice" and keep the board of directors informed about what's going on in Girl Scouts, what members need and most importantly, what girls think.

Key Responsibilities and Expectations:

- Be informed- attend board meetings (typically 6-8 meetings a year), trainings and come to meetings prepared by reading board materials prior meetings.
 - a. Understand how a board operates- ask questions, watch and listen.
 - b. Be bold and jump in- ensure you speak up, give your opinions, share your thoughts on important topics that affect you and your fellow Girl Scouts.
- Get to know your CEO
 - a. Meet quarterly with the CEO- let her know what works well, what can improve, what girls are facing, and keep her informed about what girls are thinking.
 - b. Ask her to do things with you or your Troop/CST and tell her what's cool and trendy for girls.
- Confidentiality- board members discuss and make decisions around very important and confidential topics. We have to discuss openly in board meetings, then work out the final decisions before member/public announcements are made. Because things change with discussion and research, it is important that discussions and decisions stay confidential until final decisions are made! Respecting confidentiality is key!

- Collaborate- work with the other girl board member and staff to coordinate mission moments for each board meeting. When appropriate, coordinate other girls to attend board meetings and make presentations. Do they need to hear about the top cookie seller? What happened at camp? The best Gold Award project? You'll decide on the topics and then help plan accordingly.

Code of Conduct

The Council Board of Directors is a policy-making and governance body, responsible for establishing the vision for the council, developing strategic priorities and providing governance and fiscal oversight for the implementation of these priorities by the CEO. While girl board members are non-voting participants, their involvement can play an important role in providing feedback for decisions.

To fulfill the charge and responsibilities of the Board, individual Board members are asked to adhere to a code of conduct. The responsibilities and expectations of girl board members are as described below:

- Be a member of the Girl Scout Movement and live by the Girl Scout Promise and Law.
- Respect and adhere to the conflict of interest and confidentiality policies.
- Be informed about the organization's mission, services, policies and program.
- Promote the Girl Scouts as the leading organization for leadership development of girls in the United States.
- Attend all board meetings or provide written correspondence to the board chair and CEO (through the Executive Assistant) prior to missing meetings.
- Be prepared for meetings by reviewing the agenda and reading supporting materials prior to board meetings.
- Participate in meetings and events and contribute to their success.
- Work in partnership with the CEO /Executive Assistant and other girl board member to plan a "Mission Moment" for each board meeting. This will involve selecting a topic, coordinating speakers, requesting technology or other materials, introducing guests and thanking presenters on behalf of the board.
- Work in partnership with board colleagues and staff partners to carry out the work of the board. Before making special requests of staff, consult the CEO to ensure that requests are within the scope of the agreed upon plan of work of the board and its committees.
- Support board decision, council policies and position statements.

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