

Committee Leadership Team Election Letter/E-mail Template

Dear Members of **(NAME OF COMMITTEE)**,

It is that time of year again - Committee Leadership Team elections! The Committee Leadership Team is the group of volunteers who are responsible for the overall operations of our committee and every year you are asked to elect/re-elect the group of volunteers who will work as a team to fulfill that role. You are the key to advancing the mission in our committee.

Any registered and approved volunteer can be considered for a Leadership position if he/she meets the guidelines outlined in the volunteer position description, is willing to take required training and uphold the Girl Scout Mission, Promise and Law. The Committee Leadership Team positions available for election are:

- **Chairperson**
- **Chair-Elect**
- **Secretary**
- **Treasurer**
- **Girl Members**

To view each Committee Volunteer Position Description, see the Volunteer Committee Guidelines located [here](#).

If you are interested in any of these positions, please nominate yourself by responding and tell us which positions you are interested in by **(ENTER DEADLINE)**.

Our committee elections will be held on **(DATE, TIME, LOCATION)**.

If you have any questions about the elections or available volunteer positions, please do not hesitate to contact us.

Thank you,

(COMMITTEE LEADERSHIP TEAM NAMES and Contact Info)