

Volunteer Essentials

Updates to Summer 2024 edition | *As of October 1, 2025*



This insert provides updates to Volunteer Essentials, Summer 2024 version. Please keep it with your printed book. Or, for a complete view of Volunteer Essentials, visit gsw.org/volunteeressentials.

Page 9 - Service Unit Support Positions

Each service unit position has a regional GSWO staff member available for support. This chart has been updated to reflect new titles for those staff.

Volunteer Position	Staff Support
Service Unit Chair	Volunteer Experience Specialist
Girl Scout Leadership Experience (GSLE) Chair	Volunteer Experience Specialist
Data Chair	Volunteer Experience Specialist
Service Unit Treasurer	Volunteer Experience Specialist
Product Program Coordinator (Fall Product/Cookie Coordinator)	Product Program Manager
Service Unit Recruitment Chair	Recruitment Specialist
School Coordinators	Recruitment Specialist

Page 15 - Updates to Required/Recommended Trainings

Learning opportunities are offered consistently throughout the Girl Scout membership year in a variety of ways: on-demand, virtual, and in-person. Please note that certain volunteer roles have specific requirements that must be completed in a timely manner. Also, please check the Safety section of Volunteer Essentials for more information about volunteer requirements as they relate to safety.

- **Troop Year Plans:** Troop Year Plans are a newer resource that will help keep your troop going strong with tools and resources.
- **Find support on gsw.org:** We are committed to providing a volunteer experience that is enriching, impactful, and ensures you have the necessities to make the most of your volunteer experience.

Below are a few of the required/recommended adult trainings, some of which are required only once—as long as you maintain your skills and don't have a gap in membership. Requirements are subject to change.



Troop Start-up
gsw.org/mygstroopstartup



Be a Sister to Every Girl Scout
gsw.org/mygsbelonging



Youth Protection Training
gsw.org/mygsyouthprotection



CPR First Aid
gsw.org/mygscpr



Safety Beyond the Troop Meeting
gsw.org/mygstroopsafety

Page 86 - Girl Scout Activity Insurance

Every registered Girl Scout and registered adult member in the Girl Scout movement is automatically covered under the basic Mutual of Omaha plan upon registration. The premium cost for the Basic Plan is paid for by Girl Scouts of the USA. This insurance provides up to a specified maximum for medical expenses incurred as a result of an accident while a member is participating in an approved, supervised Girl Scout activity.

As of 2023, non-registered caregivers, tagalongs (brothers, sisters, friends), and other people are now covered by the basic plan as long as they are registered to participate in the approved Girl Scout activity.

This insurance coverage is not intended to diminish the need for or replace family health insurance. However, the plan does pay for the first \$140 in benefits. Any subsequent benefits for the same accident will be payable only for covered medical expenses that exceed the limit of benefits available under other forms of insurance or health care programs. If there is no family insurance or healthcare program, a specified maximum of medical benefits is available.

Effective October 1, 2025, Activity Accident Insurance will be completely automatic with no additional cost to councils. In addition to accident/injury coverage for day events, the new policy will automatically include sickness coverage for all overnight stays (including camp) and international travel. This change, effective for trips occurring on and after October 1, 2025, eliminates the need for manual individual insurance requests entirely.

Summary of Girl Scout Insurance Plans

A printed brochure from United of Omaha with a description of all of the features of each insurance option can be requested from the Girl Scout center. **The information provided in the following chart is designed to be a summary of highlights only:**

Plan	Description	Premium
Plan 1	<p>Girl Scout Activity Accident Insurance Basic Coverage:</p> <ul style="list-style-type: none"> • Provided to every registered girl and adult AND any non registered people who are actively participating in the approved Girl Scout event (includes tagalongs). • Pays the first \$140 of medical bills related to an accident, then becomes secondary to any other insurance coverage the individual may have. • Pays up to \$15,000 of bills incurred over a 52-week period after the accident that are not covered by any other insurance the individual may have. 	No charge - Covered by GSUSA
Plan 3E	<p>Accident and Sickness Insurance for Extended Events:</p> <ul style="list-style-type: none"> • Adds \$10,000 of Sickness Medical Expense Benefit and \$1,500 of Returned Transportation Benefit to Plan 1. • Will not pay more than 100% of total medical expenses incurred in conjunction with any other insurance the participant may have (Non- Duplication Provision). 	No charge - Covered by GSUSA
Plan 3P	<p>Accident and Sickness Insurance for Extended Events:</p> <ul style="list-style-type: none"> • Same as Plan 3E without the non-duplication provision. • Therefore, the insurance pays without regard to what other insurance might be paying. 	No charge - Covered by GSUSA
Plan 3PI	<p>Accident and Sickness Insurance for Extended International Trips or Events (lasting more than two nights):</p> <ul style="list-style-type: none"> • Same as Plan 3P – for International Trips • Provides travel assistance up to \$50,000 	No charge - Covered by GSUSA

Page 96 - Computer / Online Safety

NEW: Girl, volunteer, and caregiver safety is paramount in Girl Scouting. Safety not only includes physical and emotional safety, but it also includes protecting personal information and data.

Protecting Personally Identifiable Information (PII) is critical in today's digital landscape. PII includes any data that can be used to identify an individual, such as names, addresses, Social Security numbers, financial details, and includes Personal Health Information (PHI). Safeguarding this information helps prevent identity theft, fraud, and unauthorized access. Your handling of PII and PHI protects both individuals and organizations from significant legal and financial risks.

To ensure safety, it is important to take the following steps when working with your troop and/or service unit:

- Create a strong password for all Girl Scout accounts: All passwords should be 14 or more characters – including a mix of capital letters, lower case letters, numbers, and/or special characters. Passwords should be 3 – 4 random words and should not include personal information like your child's name or pet's name. Additionally, your passwords must be unique to the Girl Scout application. Do not repeat passwords used in other platforms or accounts.
- Do not send girl or adult personal information over public Wi-Fi. Enjoying coffee at the local coffee shop using their Wi-Fi is not the time to send rosters, health history forms, etc., to caregivers or co-leaders.
- Paper with PII or PHI should be protected, kept in a safe place, and not readily accessible to anyone until needed. Accessibility is to be limited to leader and co-leader if possible. Troop rosters with girl names, addresses and emails, and health history forms are often in the form of paper documents. Think through who has access and where they are kept during Girl Scout events and in between Girl Scout events. When an event is over or the membership year is complete, shred all documents with PII and PHI.
- When possible, minimize use of paper documents.

Following these few steps will help keep girl, volunteer, and your own information safe.

Page 5 - Council Shop Hours

Shop hours are subject to change based on organizational need. The most current hours can be found at gswo.org/visit.

Cincinnati, Dayton, and Toledo Shop Hours (as of October 6, 2025):

Tuesday: 11 a.m. - 7 p.m.

Wednesday - Friday: 10 a.m. - 5:30 p.m.

Saturday* - Monday: Closed

**Open from 9 a.m. - noon first Saturday each month, starting Saturday, November 1, 2025*

Shops are closed daily from 1:30 - 2 p.m. for lunch.

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