



Girl Scouts®

Board Level Nomination Information Packet

The perfect way to celebrate individuals whose continuing service and commitment have made a difference in Girl Scouting is to nominate them for a Board Level Award. GSUSA offers the following awards for adults who have delivered outstanding service to our organization. The Board Level Awards are as follows:



Appreciation Pin: recognizes a registered adult volunteer or staff member who has delivered outstanding service to at least one Service Unit or program delivery audience.



Honor Pin: recognizes a registered adult volunteer or staff member who has delivered outstanding service to two or more Service Units or program delivery audiences.



Thanks Badge: recognizes a registered adult volunteer or staff member whose performance is truly outstanding and benefits the total Council or the entire Girl Scout movement.



Thanks Badge II: Recognizes an adult member who has already received the Thanks Badge and has taken a leadership role in developing a model that has been replicated at the national level in one or more of the following areas during the previous three years: Membership, Program, Fund Development, Pluralism, Marketing and Communications, Strategic Leadership, or Human Resources.

Instructions and Helpful Hints:

- **Board Level Awards are due January 15.** Don't wait until then - start early.
- The Service Unit Adult Learning/Awards Coordinator and committee should become familiar with the volunteers in the Service Unit, being aware of potential nominees. Be on the lookout for someone who exceeds expectations, whose contributions are significant, who is a model of outstanding performance.
- Whoever nominates a candidate should be responsible for completing the Board Level Nomination Form, securing people to complete the appropriate number of endorsement letters and submitting the complete information packet to the Director of Adult Development **by January 15.**
- If you need additional information on your nominee, be sure to ask your Service Unit Manager, Team members, Membership Specialist and/or Director of Adult Development - they may be able to help.
- Nominators will be notified by mail with the results from the Board Level Awards Committee.
- Please keep in mind that these are the highest awards in Girl Scouting. Unless combined with a body of other volunteer work, completing a task/responsibility once generally does not meet the requirements for a Board Level Award.
- Fulfilling the requirements of a volunteer position, while very worthy and a true service to the girls and adults in that community, generally does not meet the criteria for a Board Level Award. Service Unit recognition is appropriate in most of these instances. When the service progresses to the level of exceeding what is required of the position and/or a collective body of volunteer work over time, consider Board Level Awards.
- Hints for writing endorsement letters:
 - Include information of substance - not "flowery" statements like "my nominee is so sweet and smiles all the time" or "my nominee has green blood". This tells the committee nothing. Comments like "since my nominee has taken on the Registrar position, she has promoted Early Bird registration by offering incentives which increased the number of Early Bird registrations 45% over the last 2 years", or "since my nominee has been Service Unit Recruiter, we have increased the number of schools for school night recruitment from 6 to 18, which in turn increased girl membership 30%" are preferred. Detailed, specific information, which is bulleted and to the point will allow for easier presentation and review.
 - Please refer to the person you are nominating in a generic term such as "my nominee" or "this person." Any information such as sponsorship, Service Unit or names will be deleted so the Board Awards Committee will not know the identity of the nominee.
 - Feel free to use additional sheets to provide information.



Board Level Nomination Form Cover Sheet

Application deadline January 15th
 Incomplete nominations will not be accepted.
 All nominations and endorsement letters must be typed.

Nominee Information

- No volunteer currently going through disciplinary action will be approved.
- Staff Members – If nominated, one letter of endorsement will need to come from that person's supervisor. Otherwise, staff members may not nominate or write letters of endorsement.

Nominee's Name: _____
 Address: _____
 Telephone: (day) _____ (evening) _____
 Email: _____ Service Unit/County: _____

Nominator Information

Name: _____
 Address: _____
 Telephone: (day) _____ (evening) _____ Email: _____

Endorsement Information

Number of Letters of Endorsement Needed:*

Appreciation Pin	2 letters required
Honor Pin	3 letters required
Thanks Badge	4 letters required
Thanks Badge II	4 letters required

*Letters of Endorsement should be completed by individuals other than the nominator.

	Name of Endorser	Telephone (day and evening)	Email
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Send completed Nomination Form and appropriate number of endorsement letters by January 15th to the Director of Adult Development.

Nominee's Name: _____

Board Level Nomination Form

Application deadline January 15th
Incomplete nominations will not be accepted

Mark the appropriate award:

Appreciation Pin

Honor Pin

Thanks Badge

Thanks Badge II

Nominee's Total Years of Service to Girl Scouts _____

Nominee's Current Girl Scout Position(s)	Dates Held

Nominee's Previous Girl Scout Position(s)	Dates Held

Nominee's Previous Awards Received	Date Received

Please note:

- Nomination packets received after **January 15** will not be accepted.
- All nominations & endorsement letters must be typed.
- Since the nominee's name is deleted from all forms before being reviewed by the Awards Committee, please use "**my nominee**" or "**my candidate**" rather than the person's name in your responses.
- The Committee does not know whom it recommends until the awards are announced.
- The Committee has only the information you provide to review the nomination. Please present information clearly. Attach additional sheets as needed. Give detailed specific examples. For example: "My nominee spent 40 hours over 3 months planning a service unit encampment, leading a committee of 8 volunteers and ultimately serving 185 girls. Instead of: "My nominee planned our service unit encampment."

1. Specifically describe how the delivered service was beyond expectation of the position held (Refer to Volunteer Position Descriptions).

2. Describe who benefited from the service (girls, adults, troop, Service Unit, council, community, etc.) and include supporting documentation.

3. What were the impacts and specific results of the nominee's actions? (Example: Percentages of increased participation, family campaign donations, etc)

4. Describe how the nominee portrays the Mission of Girl Scouting.
Mission Statement - Girl Scouting builds girls of courage, confidence, and character, who make the world a better place.

5. List other background, community roles and services if relevant.

To be completed by the Board Level Awards Committee

The Committee ___ Approves _____ Does not approve this nomination.

Signature of Chair _____ Date _____