

Get Ready!

Follow this checklist to kick off a great Girl Scout year.

To get started...

- Register as a volunteer with the council, if you haven't already.
- Complete a background check.
- Invite potential members to join the troop. (Talk to a council representative for recruitment support, if needed.)
- Visit [myGS](#) to understand where badges and other program resources are hosted in the Volunteer Toolkit and available training courses in gsLearn ([girlscouts.org/gslearn](https://www.girlscouts.org/gslearn)).
- If you haven't already, reach out to your network to find a potential co-leader for your new troop.
- Meet with your co-leader(s), once established, to plan an initial family/caregiver meeting.

In your first month...

- Hold your family/caregiver meeting.
- Check out [GSUSA's Troop Year Plans](#) as you start planning for your first troop meeting.
- Confirm your troop roster by logging into myGS ([girlscouts.org/forvolunteers](https://www.girlscouts.org/forvolunteers)).
- Connect with your service unit for peer-to-peer advice, local event info and coordination, and general support.
- Determine where you'll hold your meetings and host your first troop meeting. (If you're having trouble finding a location, reach out to a council representative for help.)
- Review the [GSCO Financial Management Guide](#).
- Open your troop bank account. (See page 7 of the Financial Management Guide)
- Access gsLearn ([girlscouts.org/gslearn](https://www.girlscouts.org/gslearn)) Work with your council representative to learn how to start your role's learning path. Be sure to take **512 Essential Leadership Foundations**.

Family/Caregiver Meeting: Holding a family/caregiver meeting is a key part of starting your troop year. It helps set expectations for families and shows them how they can support the troop. You can use the Family/Caregiver Meeting Checklist on page 7 to plan your troop's meeting.

Multi-level tip: Troop Year Plans are available for both single-level and multi-level troops. The multi-level Troop Year Plans are designed with badges that are easy to facilitate simultaneously across levels.

Service Units: Your service unit is an organized network of Girl Scout youth, family members, and volunteers (including all current troop leaders) in your area. It is a source of peer-to-peer advice and support. Service units typically hold regular troop leader meetings to share details on upcoming events, product/cookie sales, and other timely topics.

In your first three months...

- Complete first aid/CPR/AED training. (Connect with a council representative to sign up for a course.)
- Follow up with the council if you have any additional questions. Host your first one or two troop meetings.