Thank you for choosing to be a co-leader for Girl Scouts Spirit of Nebraska! This is a checklist to help you get started. First-year Spirit of Nebraska co-leaders who complete this checklist within the first year of volunteering will earn a **FREE** second-year membership! Check with your Troop Support Specialist for all details.

Questions? Contact Member Support at 800.695.6690 or email MemberSupport@girlscoutsnebraska.org.

- Complete membership registration and background check
- Watch “GS101” training
- Watch “Welcome to Spirit of Nebraska” and “Co-Leader Basics” trainings
- Attend an in-person or over the phone New Leader Orientation with your Placement Specialist
- Watch “Troop Finance” webinar and open a troop bank account and complete the Bank Account Information Form
- Watch “Explore Out” webinar
- Review volunteer policies in the “Volunteer Guide”
- Get to know Volunteer Resources and Forms on our website, GirlScoutsNebraska.org
- Watch VTK training videos
- Get to know the “MY GS” and the “Volunteer Toolkit” (VTK)
  - Check out and confirm your completed troop roster
  - Plan a meeting in the VTK
  - Take attendance in the VTK
  - Send an email to parents from the VTK
- Review the handbook section of the Girl’s Guide to Girl Scouting for your troop’s grade level
- Meet with your Troop Support Specialist for a follow-up meeting
- Hold a parent meeting
- Secure a troop volunteer to be first aid/CPR trained
- Attend the Fall Product Training (or send your Troop Fall Product Manager) and have troop participate in the Fall Product Program
- Attend the Girl Scout Cookie Training (or send your Troop Cookie Manager) and have troop participate in the Girl Scout Cookie Program
- Attend a service unit meeting, area volunteer meeting, and/or meet and greet (to meet and network with your Service Unit Team and area volunteers)
- Meet with your New Leader Mentor (where available) for quarterly check-ins
- Join your area Girl Scouts Facebook group to stay in the know
- Attend a Volunteer Enrichment Conference in the fall to learn more and network with other volunteers