



GIRL SCOUTS OF NASSAU COUNTY, INC.
110 Ring Road West
Garden City, NY 11530-3296
T 516.741.2550 F 516.741.2207
www.gsnc.org

APPLICATION FOR ADULT GIRL SCOUT VOLUNTEER CANDIDATE

INSTRUCTIONS: Please print legibly and complete all sides

Date _____

Name _____

Address _____ Town _____ Zip Code _____

Telephone: Home _____ Cell/Work _____ Best time to call _____

E-Mail address _____

Occupation _____

If you are employed outside your home, please list your employer: _____

Time available: (Check all that apply)

- Mon. Tues. Wed. Thurs. Fri. Sat. Sun.

WHAT TYPE OF VOLUNTEER SERVICE INTERESTS YOU?

Please check (✓) the preferred area of involvement:

- Direct service with girls, Training/development of adults, Other support to girls, Transportation, Community organization, Program activities, Fund-raising, Outdoor activities/camping, Marketing, Computer systems, Public relations/public speaking, Other, Sales, Organizing special events, List any specialized skills/interests, Administrative

AGE GROUPS PREFERRED (if relevant to position)

- K-grade 1 (Daisy), Grades 2-3 (Brownie), Grades 4-5 (Junior), Grades 6-8 (Cadette), Grades 9-10 (Senior), Grades 11-12 (Ambassador)

LOCATION PREFERENCE if working with girls (such as school, place of worship, community center, etc.) . Please include name of place.

LANGUAGE SKILLS OTHER THAN ENGLISH

PREVIOUS/CURRENT VOLUNTEER EXPERIENCE:

<u>Organization</u>	<u>Position Held/Dates</u>
_____	_____
_____	_____
_____	_____
_____	_____

HOW DID YOU LEARN ABOUT GIRL SCOUT VOLUNTEER OPPORTUNITIES?

- School Brochure Media Employer
 Council Volunteer Council Staff Web site Other

IS ANYONE IN YOUR FAMILY EMPLOYED BY AN ORGANIZATION THAT HAS A:

- Matching gift program Volunteer program

Organization _____

Contact Person _____ Telephone _____

This is an application for a volunteer position in Girl Scouting for which there is no monetary compensation. If I am selected for appointment, I agree to become a registered member of Girl Scouts.

Affirmative Action

In the selection of volunteers, there shall be no discrimination on the basis of race, color, ethnicity, sex, religion, creed, national origin, source of income, disability, marital status, genetic predisposition, carrier status or sexual orientation, or on any other basis prohibited by federal, state, or local law.

Signature _____

Date _____

Return to: Girl Scouts of Nassau County
 110 Ring Road West
 Garden City, New York 11530

VOLUNTEER BACKGROUND VERIFICATION

Girl Scouts of Nassau County is committed to ensuring that all girls involved in Girl Scouting are provided with opportunities to gain new skills, learn new ideas, value diversity and develop strong values in a SAFE and nurturing environment with caring and responsible adults. The following questions/information are necessary to protect the girls, the other adults in Girl Scouting and the organization.

HAVE YOU EVER BEEN CONVICTED OF A CRIME (e.g., felony or misdemeanor including DWI, DUI, etc., but not including minor traffic violations or any convictions as a youthful offender)? A conviction will not necessarily be a barrier to your acceptance as a volunteer.

YES NO

If yes, state offense, date, location and disposition of any convictions.

ARE YOU OR ANY MEMBER IN YOUR HOUSEHOLD A CONVICTED SEX OFFENDER? If yes, list the crime(s) for which you or a household member has been convicted, the dates and the circumstances relating to such crime(s).

YES NO

Girl Scouts of Nassau County, Inc. supports and maintains environments that are free of child abuse and neglect. Child abuse and neglect are unlawful acts, and it is against the Council's policy for volunteers or employed staff, male or female, to physically, sexually or mentally abuse or neglect any girl member.

HAVE YOU OR ANY MEMBER IN YOUR HOUSEHOLD BEEN CONVICTED OF A CHILD ABUSE CRIME? If yes, list the crime(s) for which you or a household member has been convicted and the circumstances relating to such crime(s).

YES NO

I UNDERSTAND THAT APPOINTMENT FOR VOLUNTEER SERVICE IS SUBJECT TO SUCCESSFUL COMPLETION OF A BACKGROUND CHECK AS WELL AS COMPLETION OF REQUIRED TRAININGS FOR THE POSITION.

Signature of Applicant: _____

Complete your Criminal Background Check before returning the application.

Please See Reverse Side for Directions

CRIMINAL BACKGROUND CHECK

Adults who directly provide services to girls are required to submit to a criminal background check. Your role as a volunteer is contingent upon your completion of this process. The directions for completing a background check are on the following page.

If you do not have access to a computer, contact the Council Registrar at 516.741.2550 ext. 215.

Performing a Background Check using the Volunteer Portal

1. **LOG ON** to the Volunteer portal <https://gsnc.volunteerportal.net>
2. **ENTER** the password on the Welcome Page: **COUNCIL168** (There are no spaces.)
3. **READ** the Welcome agreement and click **I Agree>>**.
4. **COMPLETE** all fields that have an asterisk (*).
5. Make sure that you **use slashes (/)** in your Date of Birth. The format is mm/dd/yyyy
6. **SUBMIT** the information by clicking **Next** and then a screen will appear with all your information.
7. **REVIEW** the screen for errors and if necessary, click on **EDIT** which appears above your name.

This will return you to the data entry screen where you can make your corrections.

- a. If you quit **without clicking Save**, the system will not save your information. You will need to start over from the beginning when you return.
 - b. If you **click Save** before you Quit, you will be provided with a reference code to enter when you return to the site to pick up where you left off.
 - i. When returning to the site, click on "If you are returning to finish a previous search, then click [here](#)."
 - ii. Enter your last name and reference number to resume your previous search.
8. Click **Next>>** when corrections have been completed.
 9. If there are no errors, **SUBMIT** the record by clicking **Complete**.
 10. You will get a message that thanks you, and you may now exit the program.

The Council Registrar is notified via email that you have completed the process.