



**ADULT RECOGNITIONS
WORKBOOK**

2026-2027

Recognition

Definition of Recognition

- Identification of a thing or person from previous encounters or knowledge – “she remembered my name”
- Acknowledgement of someone’s existence or validity – “they see me, hear me and appreciate my participation.”

Volunteers are the hearts and hands of our Girl Scouts, and we take pride in recognizing our members for their commitment, volunteer service, and exceptional contributions. The continued celebration of service depends on you to nominate adult Girl Scouts in your communities.

Any registered adult Girl Scout can nominate and receive service unit and council awards.

Here is your opportunity to formally recognize those special volunteers that go above and beyond. In this workbook, you will find several different awards along with links to the nomination forms.



Purpose of Recognition

When people recognize us, it feels like they care we are here and they value our contributions.

People volunteer for all sorts of reasons, but most volunteers want to do a good job and to make a positive difference. When volunteers know their time and energy are appreciated and that we all value them, they commit themselves to Girl Scouts. They want to know their service is helping the greater good, making the world a better place. That means our recognition is one of the most powerful ways we can retain the invaluable women and men who volunteer for Girl Scouts of Nassau County.

Three Keys to successfully recognizing volunteers:

- 🌿 Do it Well!
- 🌿 Do It Often!
- 🌿 Make it Meaningful!

Creating a Year-Round Culture of Appreciation

A culture of appreciation is one where anyone working toward the Girl Scout Mission feels respected and valued for her or his service and contribution.

We create that type of culture by identifying means of recognition, tools and resources we can use for recognition, and collaboration between staff and volunteers to recognize all of our good work. Consider how your recognition efforts affect those around you.

An ideal volunteer recognition system includes a mixture of informal and formal methods to acknowledge all accomplishments, regardless of role or length of service. These methods also meet a wide variety of personal preferences. When thinking of ways to thank volunteers, ask “What can GSNC or our Service Unit do to show appreciation in a meaningful way to this person?”

Successful recognition includes: inclusiveness, accessibility, and consistency. Thanking a volunteer at the end of a project or the girl scout year also offers the opportunity to encourage participation in the same role or other opportunities coming up. However, please remember to show appreciation in appropriate ways throughout a person’s participation and not only at the end.

Informal Recognition for Volunteers

Informal recognition is the day-to-day appreciation—the intangible benefits and heartfelt ways of saying “Thank you.” These sincere expressions of appreciation are based on specific contributions and are given in a timely manner. Informal recognition is powerful and effective because it makes people feel valued by a personal touch.

Examples:

- A Welcome or Thank you card
- Showing interest in the person's life beyond Girl Scouts “What are you passionate about beyond Girl Scouts?”
- A Shout-out at the Service Unit Meeting or on the Service Unit Facebook group.
- Complementing the person's work to the Service Team.
- Look her or him in the eye and say, “Thank you so much (name) for (be specific). Your service is invaluable.”

Formal Recognition for Volunteers

Where are official recognitions/awards presented?

Awards Presented at the Service Unit Level include:

- *Volunteer of Excellence Pin (must be received before nomination for a higher Council award)*
- *Tenure Pin (5, 10, 15, 20, 25 and up)*
- *Service Pin (5, 10, 15, 20, 25 and up)*

*25 years and up have the option of being presented at the Adult Recognitions Ceremony
These awards (except for 25 years and above are purchased by the Service Unit)*

Awards Presented at the Council Level include:

- *Tenure Pin – 25 Years and above (25, 30, 35, 40, etc.)*
- *Service Pin – 25 Years and above (25, 30, 35, 40, etc.)*
- *GSUSA Appreciation Pin*
- *GSUSA Honor Pin*
- *GSUSA Thanks Badge*
- *GSUSA Thanks Badge II*
- *GSNC Spirit Award*
- *GSNC Continuing Service Award*
- *Longevity Award*
- *Diversity Award*

Formal Recognition for Volunteers

Best Practices - The desire to recognize all dedicated volunteers must be balanced with an obligation to preserve the value of the recognition. It is recommended that there be a minimum of 2 years between awards of an individual (except the Volunteer of Excellence Award). Acceptance of any position, implies a willingness to perform duties stated in the position description and to devote the time necessary to perform those duties under normal circumstances. Therefore, while doing a "good job" and putting in many hours is certainly worth thanks, it does not necessarily indicate performance "above and beyond the expectations" of the position.

Choosing the Right Award - Occasionally, a candidate's outstanding service meets the criteria for more than one award. In this case, one should consider which award might be more meaningful to the recipient. For example, an active volunteer who has made great contributions at both the local Service Unit and Council levels might be a candidate for either the Honor Pin or the Spirit Award. The Adult Recognitions Committee would be able to assist in this decision.

Focus of Service - Focus refers to the areas or groups benefiting from the service. In many cases, a volunteer works with a troop/group, and/or coordinates Service Unit events, and/or participates on a council-wide committee or task group. To help determine which award is appropriate, review award descriptions and criteria on pages 7 and 8.

Impact of Service - When you consider impact, consider both the number of years in a position and the results of a person's service. Length of time in a position, while always deserving of appreciation, does not necessarily justify an official award. The results of service are more important than length of service, but often it takes some time in a position before the person can achieve truly outstanding results.

GSUSA ADULT AWARDS



VOLUNTEER OF
EXCELLENCE PIN



APPRECIATION PIN



HONOR PIN



THANKS BADGE



THANKS II BADGE

Volunteer contributes outstanding service to girls or the Service Unit. This award is presented at the Service Level and must be received before being nominated for a Council Level Award

YES

MORE

Volunteer impacts at least ONE Service Unit. Exemplary service in support of delivering the Girl Scout Leadership experience.

YES

YES

Has this volunteer already received this award?

YES

We recommend considering the Honor or Spirit Pin

MORE

Has the Volunteer impacted at least TWO Service Units? Exemplary service in support of delivering the Girl Scout Leadership Experience.

YES

YES

Has this volunteer received this award?

YES

We recommend considering the Thanks Badge

MORE

Has the volunteer's ongoing commitment, leadership and service met the mission delivery goals of the entire council?

YES

YES

Has previously received the Thanks Badge, but continues to make a major impact on the entire council over their years as a volunteer.

YES

GSNC ADULT AWARDS



Has the nominee received the Volunteer of Excellence Pin, Appreciation Pin, Honor Pin, Thanks Badge or Thanks II Badge at least 5 years ago?

MORE

Is the nominee known in his/her community? Do they exemplify the true spirit of Girl Scouting and have they created awareness for Girl Scouting in the community through school, religious organizations or community organizations?

Has this volunteer worked as a leader or adult troop volunteer with the same girls from Daisy to Ambassador level (grades K through 12)

Has this volunteer demonstrated an outstanding commitment to promoting diversity and inclusion in his/her community, service unit or council?

YES



GSNC
CONTINUING
SERVICE PIN

YES

If yes, they can be nominated for this pin.

NO

If no, then they are not eligible to receive this award until 5 years have passed since their last award. This award can be obtained more than once.

YES



SPIRIT AWARD

YES

If yes, they can be nominated for this award regardless of not receiving any other award with the exception of the Volunteer of Excellence

NO

If no, they are not eligible for this award.

YES



LONGEVITY PIN

YES

If yes, they can be nominated for this pin regardless of not receiving any other award.

NO

If no, they are not eligible for this award.

YES



DIVERSITY AWARD

YES

If yes, they can be nominated for this pin regardless of not receiving any other award

NO

If no, they are not eligible for this award.

How to Nominate – Getting Started

Service Unit Level Awards

- **Volunteer of Excellence** - [Click here for Volunteer of Excellence Form](#)

The Volunteer of Excellence Award recognizes those volunteers who have contributed outstanding service while partnering directly with girls in any pathway to implement the Girl Scout Leadership Experience (GSLE) through use of the National Program Portfolio, or who have contributed outstanding service in support of the council’s mission delivery to girl and adult members.

The Volunteer of Excellence Award is awarded to volunteers through their Association and is not distributed at the Adult Recognitions event. Nominations for this award can be submitted November 25th through April 1st. Notification of this award is sent to the Service Unit Volunteer Manager mid-April. **The Service Unit purchases the pin and it is typically given at the Service Units Awards Ceremony held by each Service Unit in the Spring.**

- **Service Pin/Tenure Pin**

GSUSA Years of Service Pin

- Recognizes an adult member registered with Girl Scouts of the USA for her/his active volunteer service at five-year intervals.

GSUSA Tenure Pin

- Recognizes an adult member registered with Girl Scouts of the USA for total membership years as a girl and/or adult in Girl Scouting.

Individual application - [Click here for Service/Tenure Pin Application](#)

More than one pin from one particular SU – [Click here for Service Unit Service/Tenure Pin Application](#)

The link to these forms are also located on our website.

Council Level Awards

Please note that a volunteer must receive the Volunteer of Excellence Award prior to being nominated for a higher Council award. The nomination forms will be open from September 1st through December 23rd.

These nomination forms are located on our website:

[Click here for Council Level Awards](#)

Filling out the form:

- Please fill out the form completely. To the best of your ability, please enter the given name of the candidate, avoiding nicknames.
- Select the Award. This section is where you will select the award for which you are nominating your candidate.
- Complete the Required Questions - This section is where you will provide a detailed description of why your candidate should receive the award. Please give a detailed description of how the candidate has delivered service beyond the expectations of the position(s) held, within the description of the award being considered. You may attach a separate document/typed page if necessary. What specific audience benefited from the candidate's outstanding performance? What are the significant impacts or results of the candidate's performance to the council?

Submitting your Nomination - When you have successfully completed all the required fields in the nomination, it's time to submit your packet!

In some situations, the nomination may be rejected. Nominations may be rejected if all criteria was not met or if additional time is needed between the potential awardee's previous award and the new award. As the nominator, you may not be aware of the potential awardee's previous awards or when those awards were received.

If a nomination is rejected, you will be notified by Council. The Committee selects the recipients for the council level awards, which are presented at the Adult Recognitions Ceremony.

GSNC holds it's Adult Recognition Ceremony each year in March or April. Once the Committee has determined which volunteers will be recognized at the event, the nominees will be notified and invited to attend the Ceremony to accept their award.

How to Write a Great Nomination

1. **Be Specific** – if the form asks you to describe a service provided that meets the qualifications of the award, be very descriptive.

UnInformative Example

- Lisa Leadsalot should receive the award because she is always organized and is great with parent volunteers. We are all very fond of her and are willing to be under her leadership.

Informative Example

- Lisa Leadsalot should receive the award because she is a great example of adult volunteer leadership to both girls and adults. Under the wing of her leadership 10 parents are actively volunteering with troop functions. She recently delegated event preparation details to us while she was out of town for a few weeks. Because she sends regular troop volunteer emails about the bank account status, upcoming adventures, year to day troop goal progress and continuing volunteer needs, we felt informed and organized to step up to the leadership challenge! Lisa is always paying thanks to our support to the troop. When she came back from her trip, she paid thanks to us at the Service Unit meeting. She organized a potluck in recognitions of her troop volunteers who provide her with endless support.

2. **Show Results** – what is the impact? How is the service measurable?

UnInformative Example

- Tonya Trainer provided an excellent training to our volunteers.

Informative Example

- Tonya Trainer not only provided excellent Medic First Aid training to the volunteers in the area, she was called upon last minute when the assigned trainer became ill. Because of her volunteer service, 20 new recruits had a chance to become certified in First Aid and CPR.

3. Avoid using only “feel good” statements – provide concrete facts rather than opinions.

UnInformative Example:

- Susie Sales is really good with cookies with her Cadette troop. When she took over as Service Unit Cookie Manager when the previous volunteer resigned, it was a successful sale.

Informative Example:

- When the Service Unit Cookie Manager resigned, Suzie Sales volunteered to help. She has worked with the cookies for several years and was able to adapt to the service unit. She processed 19,000 boxes of cookies without any errors. Through skillful management techniques, her service unit achieved 100% troop participation and increased cookie sales by 40%.