girl scouts of eastern missouri

ROLE DESCRIPTION

Title: **Representative Assembly Delegate**

Purpose of the position: To give guidance to the Board of Directors and carry out legal requirements of the corporation.

Accountability: Elected by the neighborhood and accountable to the neighborhood or is a member by virtue of position (Board Member, Board Development Committee Member, Girl Congress Member or District Chair).

Staff/ Department: Governance

Terms of appointment: Two years; may serve two consecutive terms.

Time Commitment: 10-12 hours per year

Responsibilities:

- Takes appropriate training within the first year of holding this position
- Elects by mailed ballot:
  - Officers of the Council
  - Members at Large of the Board of Directors
  - Members of the Council Nominating Committee
  - Delegates and alternates to the National Council
- Attends Representative Assembly Meetings
- Determines general direction for Girl Scouting locally by receiving and acting upon reports of the Board of Directors and by giving guidance to the Board
- Amends the Articles of Incorporation and Bylaws
- Takes action requiring a membership vote, within the responsibility of the Representative Assembly
- Conducts other business that shall from time to time come before the members
- Attends meetings and seeks guidance of the group the delegate represents (neighborhood, Board Development Committee, Girl Congress, District or Board of Directors)
- Reports and interprets, at the meeting immediately following the Representative Assembly Meeting, any official action taken or recommendations made by the Representative Assembly

Requirements of the Position:

- Meets membership requirements
- Abides by national and local Girl Scout policies, standards and procedures
- Has attained the age of 14

Knowledge and Skills required:

- Ability to communicate effectively
- Knowledge of Parliamentary Procedure or willingness to learn
- Knowledge of *Safety Activity Checkpoints* and *Volunteer Essentials*
- Knowledge of other available Girl Scouts of the USA and Girl Scouts of Eastern Missouri resources that provide information pertaining to current policies, standards and procedures relevant to the duties of the position

Training Required:

- Roberts Rule of Order
- Board Orientation