

Getting Started Checklist for New Troop Leaders

Ready to start? Here are the key to-dos for you to check off in your first few months getting your troop started and where to find more information within this guide.

- [Register](#) yourself (and every adult helping with the troop) as a volunteer.
- Submit your [CORI/SORI form](#) (and one for every adult volunteer).
- Complete New Leader's Orientation for new troop leaders.
- Connect with your support network:
 - My Volunteer Support Specialist (staff) is_____.
 - My community's Service Unit Coordinator (volunteer):_____.
 - My community's Service Unit New Leader Mentor (volunteer):_____.
- Check your [Troop Roster](#) to see who is in your troop, including girls and other volunteers.
- Keep girls safe by ensuring you have enough registered, background checked volunteers.
- Meet with your troop co-leader(s) and volunteer team to decide:
 - your troop's meeting location, frequency, and time.
 - how to best communicate with each other.
 - who will be on the troop's bank account.
- Open your [troop bank account](#) with your troop's co-leaders and/or troop treasurer.
- Funding the fun: Decide if your troop will collect dues, and learn about how to participate in the fall product and cookie programs.
- Host a parents and caregivers meeting, see page 11 and New Leader's Orientation.
- Plan your first troop meeting using the first meeting checklist on page 12 of the [New Leader's Guide to Success](#) and the [Volunteer Toolkit](#).

Tips for a Successful First Year in Girl Scouts

- Continue to welcome new members to your troop, making sure that they register.
- Take the Essentials training course for your program level (Daisies, Brownies, etc.).
- Review [Volunteer Essentials](#) to learn more about The Girl Scout Experience, Engaging Girls and Families, Troop Management, Product Program, Troop Finances, and Safety.
- Complete [Financing the Fun](#) training to learn more about earning and spending money with a Girl Scout troop.
- Participate in a [GSEMA Program](#).
- Help girls earn a badge or the Daisy petals.
- Flex your entrepreneur skills and participate in the [Girl Scout Cookie Program](#).
- Go beyond your troop meeting with a field trip. Check [Safety Activity Checkpoints](#) first.
- Complete a community service project.

This Getting Started Checklist is an excerpt from the *New Leader's Guide to Success*—a resource designed especially for new Girl Scout volunteers. Scan the QR code to view the full guide or visit bit.ly/newleaderguide.



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