

## Girl Scout Terms Glossary

The following words are used frequently in Girl Scouting. In addition to definitions, note capitalization, usage and acronyms. Except for GSUSA use acronyms and other abbreviated forms only in internal communications.

**Action Steps** - Planned programs for budgeting and cost accounting. These are specific major segments of work necessary to achieve operating objectives; an action step can be described as a grouping or bundle of activities. Action steps cover activities accomplished in a period of one or more months within a given year. They are developed for a one-to-twelve month period, and form the basis for formulating the operating budget.

**Activities** - Individual work segments or tasks within an action step. A comprehensive action step may contain a large number of activities.

**Administrative Guidelines** - Procedures used to ensure consistency. They give guidance concerning staffing, organization, budget development, and facilities.

**Adult-to-girl ratio** - Minimum number of adults needed to supervise a specific number of girls. The purpose of these ratios is to ensure safety & health of girls. Ratios must include at least 2, unrelated, approved adults (see more in Volunteer Essentials).

**Annual Council Meeting** - The official corporate business meeting for Girl Scout Council of Colonial Coast held annually in February.

**Apasus** - Girl Scout camp located in Norfolk, Virginia. Used for year-round group camping as well as day camps.

**APFG (A Place for Girls)** - APFG houses the corporate offices of Girl Scout Council of Colonial Coast (GSCCC) staff and serves as a program center. This office is located in Chesapeake, Virginia.

**Appreciation Pin** - This pin recognizes an individual's exemplary service in support of delivering the Girl Scout Leadership Experience, but the impact is within one geographic area of service.

**Ashdon Farms** - Fundraising industry that provides superior products for the Fall Product Sale at GSCCC held in the fall.

**Awards** - A category of achievements earned which include Journey Awards, Lifesaving Awards, Highest Awards, Leadership Awards, Adult Awards and more.

**Baden-Powell, Lord and Lady (B.P. and Lady B.P.)** - Robert Baden-Powell was the founder of Boy Scouting and his wife, Olave, was the World Chief Guide.

**Blue Book of Basic Documents** - Contains the official basic documents of Girl Scouts of the USA: congressional charter; constitution; bylaws; policies; credentials of membership, registration, dues, and council charters. The Blue Book of Basic Documents is revised in accordance with action taken by the National Council and the National Board of Directors.

**Board President or Board Chair** – Chief elected officer of the council’s board of directors. Distinguished from National President, the chief elected officer of GSUSA.

**Bridging** - When girls advance from one program level of Girl Scouting to the next. Typically, bridging is celebrated with a ceremony that occurs during the spring/summer in preparation for the new school year.

**Buck Harris Award** - This GSCCC award was established upon the retirement of Buck Harris, a former executive director of Greater Tidewater Girl Scout Council. Buck dedicated her life to providing the finest in camping and outdoor education program and her friends felt that this award would be an appropriate way to honor her. Nominees for this award must be girl members and nominated by other girl members. This award is presented to the nominee at the Annual Council Meeting.

**Burke’s Mill Pond** - Girl Scout camp in Gloucester, Virginia. Used for year-round group camping as well as day camps.

**Camp (Resident/Overnight or Day Camp)** - Resident camp typically means an overnight stay (over the course of a week or longer) at a Girl Scout-sponsored camp. Day camp usually means attending a camp during the day (under 12 hour period of time) at a Girl Scout-sponsored camp.

**Community Partner** - Community members and/or groups who share a common goal and work together to improve the community in specific ways. By having community partners, we can have a greater reach in the community with a more sustainable program.

**Community Partnership Award** - This award is to recognize an organization or an individual in the community who has supported Girl Scouting over the past year.

**Constituency** - The word "constituency," as used in this guide, applies to a group of registered Girl Scout volunteers, 14 years of age and over, residing within an area and entitled to elect delegates to represent them as members of the corporate body at the annual meeting. The constituency is established so the membership will be involved in the business of the council.

**Cookie Program Business Skills** - These are the 5 skills every girl learns by participating in the cookie program; it’s not just a fundraiser, it’s financial empowerment: (1) Goal Setting; (2) Decision Making; (3) Money Management; (4) People Skills; and (5) Business Ethics.

**Corporation** - A Girl Scout council is a corporation legally established as such in the state in which it carries on its operations. The council's corporate existence is legally established in the state when the council prepares and files with the state its original articles of incorporation. Simultaneously, the council (corporation) prepares bylaws, which are the rules and regulations established to govern the corporation.

**Council** - One of Girl Scouts of the USA's local affiliates, with authority over Girl Scouting in a specific section of the country. Council membership includes all girls and adults the council has

registered and its corporate body, nominating committee, and board members, committees and task groups, as well as its employed staff. Currently, there are 111 Girl Scout councils in the USA. NOTE: Capitalize the "c" in "council" when the word is part of an official name (e.g. Red River Girl Scout Council).

**Council Code** - An individual code assigned to each council by Membership Credentials. The council code must appear in the designated boxes on all membership registration forms and on the Membership File Maintenance sent to national headquarters. The code also should be shown on all correspondence sent to Membership Credentials. Girl Scout Council of Colonial Coast is 282.

**Counselor-in-Training I** - CIT I Girls in ninth grade and tenth grade can learn the leadership skills they need to become a camp counselor.

**Counselor-in-Training II** - CIT II Girls in grades 11 and 12 have the opportunity to expand on the skills gained in CITI while specializing in the camp area of their choice; adventure, arts and crafts, waterfront or general counselor. In order to attend this training, girls must have completed 10th grade and CIT I.

**Customer Engagement Initiative (CEI)** - This two-part strategy (organizational and technological) provides better customer service and dynamic technology including the use of Salesforce, a uniform website platform, Digital Cookie, and the Volunteer Toolkit. This way of work focuses on aligning people, processes, and systems to effectively ensure both recruitment and service/retention functions are providing a quality, customer-centric and consistent experience resulting in girl and volunteer membership growth and satisfaction.

**Darden** - Girl Scout camp in Courtland, Virginia. Used for year-round group camping as well as resident camps, day camps and core camps.

**Delegate** - This volunteer position serves the council for a specified term as an elected representative at the annual meeting and other governance opportunities throughout the year. Older girl members and adult members are both able to represent their local service areas as delegates.

**Destinations** - Any Girl Scout activity that takes girls outside their own troops and councils. These can include community projects in the neighborhood or visits to other councils to have fun, learn, and share with sister Girl Scouts.

**Digital Cookie** - The web-based platform that Girl Scouts can use to sell cookies online.

**Disbanding troop** - A troop that has decided to stop meeting. Typically, a troop disbands if the girls age out of Girl Scouts (graduate high school) or if the leader no longer wants to lead and no other leadership is identified. If the troop is not graduating, the goal would always be that, rather than a troop disbanding, they try to find another parent or adult in the troop to take over as the troop leader. When a troop does disband, the council works to place those girls in other troops.

**Ebudde** - The web based cookie management website provided by Little Brownie Bakers (licensed baking company used for cookie sales at GSCCC).

**Edith Macy Conference Center** - A national center owned and operated by Girl Scouts of the USA for training Girl Scout adults. Located 35 miles north of New York City, the 404-acre site contains modern classrooms and residential units.

**Elizabeth City Field Center** - This satellite office of Girl Scout Council of Colonial Coast is located in Elizabeth City, North Carolina.

**Enmeier Center** - An 11,800 square foot building that is surrounded by a beautiful wooded area at camp Skimino in Williamsburg, Virginia. The facility can host up to 400. Audio visual equipment and food services are available.

**Family Guide** - Brochure that includes basic information about Girl Scouts and answers frequently asked questions by new members and their families.

**Financial Assistance** - Girl Scout Council of Colonial Coast offers financial assistance (also known as opportunity funds) for national membership dues and council program event fees.

**Fiscal Year (FY)** - A 12-month period that an organization uses to report its finances. The Girl Scout Fiscal year runs from October 1 to September 30.

**Fly-Up** - Brownies receive wings as they move to Junior Girl Scout program grade level.

**Friendship Circle** - A symbolic gesture in which Girl Scouts form a circle by clasping each other's hands. It is commonly used as a closing ceremony.

**Fun Room** - Located in A Place for Girls in Chesapeake, Virginia, one of the many spaces available for groups to reserve for meetings and/or overnights.

**Girl Guide** - The original name for Girl Scouts which is still used in many countries.

**Girl Guide to Girl Scouting** - Girl program resource that includes fun activities, an all-in-one badge book, and a handbook. This resource complements the Girl Scout Journeys, and there is a different guide for every Girl Scout program level.

**Girl-led** - Girl Scouts incorporates girl leadership into virtually every component of our program. We encourage girls to take ownership of projects, meetings, and planning opportunities. Girls partner with adults to facilitate meetings and other Girl Scout programs. As girls get older, the level of responsibility and leadership opportunities increase.

**Girl Scout (Girl Scouting)** - The words Girl Scout(s) or Girl Scouting in a heading should appear as a unit on one line. Note: Never use just Scout or Scouting.

**Girl Scout Adult** - A Girl Scout who is 18 years or older including volunteers and staff. Girl Scout Ambassador A Girl Scout who is in the eleventh or twelfth grade.

**Girl Scout Bronze Award** - The highest achievement a Junior Girl Scout can earn, recognized by a bronze pin.

**Girl Scout Gold Award** - The highest achievement in Girl Scouting, recognized by a gold pin.

**Girl Scout Grade Levels, or Program Levels** - Girl Scout membership categories based on grade: The levels are: Daisy (K-1<sup>st</sup> grade), Brownie (2<sup>nd</sup>-3<sup>rd</sup>), Junior (4<sup>th</sup>- 5<sup>th</sup>), Cadette (6<sup>th</sup>-8<sup>th</sup>), Senior (9<sup>th</sup>-10<sup>th</sup>), Ambassador (11<sup>th</sup>-12<sup>th</sup>). NOTE: Always use grade level designations in full when referring to them in a body of work (e.g. Girl Scout Cadette, not just Cadette).

**Girl Scout Handshake** - A formal way of greeting other Girl Scouts by shaking the left hand while giving the Girl Scout sign with the right. p. 8 of 18 Girl Scout Insignia - All pins, patches, badges, or other recognitions worn on the Girl Scout uniform.

**Girl Scout Interest Group** - Girl Scout unit organized for a short-term program activity that provides more in-depth exploration of a specific topic (e.g., orienteering or cheerleading).

**Girl Scout Leadership Experience (GSLE)** - These are the 3 keys to girl leadership: Discover (girls find out who they are, what they care about, and what their talents are), Connect (girls collaborate with others to make the world a better place), and Take Action (girls do something to improve their world). See Volunteer Essentials for more.

**Girl Scout Membership Pins** - Either of two pins, trefoil with three faces or the trefoil with an eagle, signifying fulfillment of membership requirements. Worn by Junior, Cadette, Senior, and Adult Girl Scouts.

**Girl Scout Mission Statement** - Girl Scouts builds girls of courage, confidence, and character, who make the world a better place. We strive to be the premier leadership organization for girls, and experts on their growth and development.

**Girl Scout Motto** - "Be Prepared".

**Girl Scout Promise and Law** - The Girl Scout Promise (also referred to as the "Promise") is a pledge every Girl Scout makes when joining the organization. It affirms the spiritual and ethical framework of Girl Scouting. The Girl Scout Law (also referred to as "the Law") is a Girl Scout code that serves as a guide for the personal behavior of all members. NOTE: "Law" is never plural.

**Girl Scout Servicemark** - The Girl Scout symbol (the trefoil with three profiles) with the logotype (the words Girl Scouts) underneath.

**Girl Scout Sign** - The official Girl Scout greeting. The right hand is raised shoulder high with the three middle fingers extended and the thumb crossing over the palm to hold down the little finger.

**Girl Scout Silver Award** - The highest achievement a Cadette Girl Scout can earn, recognized by a silver pin.

**Girl Scout Slogan** - "Do a good turn daily."

**GSCCC (Girl Scout Council of Colonial Coast)** - GSCCC serves a land area of 27,410 square miles including southeastern Virginia and eastern North Carolina.

**gsLearn** - is Girl Scouts' official online, on-demand learning solution for both volunteer and staff training.

**GSRI** - Girl Scout Research Institute Center for research and public policy information on the development and well-being of all girls.

**Highest Awards** - The highest honors a Girl Scout can earn in the Girl Scout program (there are three awards: Bronze, Silver, and Gold). The Gold Award is the highest award a girl can earn. These awards give girls a chance to take action in their community and make a difference. There are specific requirements in order to earn each award.

**Honorary National President** - Post traditionally held by the First Lady of the United States.

**Honor Pin** - This award recognizes an individual's exemplary service in support of delivering the Girl Scout Leadership Experience; this support has had measurable impact on two or more geographic areas of service to reach and surpass the mission-delivery goals of the council.

**International Commissioner** - National board member appointed by the National president to represent her to the World Association of Girl Guides and Girl Scouts.

**Investiture** - A ceremony in which a new member makes her Girl Scout Promise and receives her membership pin.

**Journeys** - A thematic program opportunity where girls earn recognitions throughout a long-term set of activities. There are several Journey options for each program level.

**Juliette Gordon Low** - Founder of Girl Scouting in the United States. Juliette was born on October 31, 1860, and died on January 17, 1927. Her nickname, Daisy, inspired the name of the organization's youngest members, Girl Scout Daisy.

**Juliette Gordon Low Birthplace** - The house where Juliette Gordon Low was born. It is now a Girl Scout museum and program center maintained by GSUSA. Located in Savannah, Georgia, the center is part of the largest national Historic Landmark District in the United States.

**Kaper Chart** - A chart showing the job or assignment of each girl or patrol on any given project.

**Leader-in-Training LIT** - Girls who are 16 years and older can earn the Leader-InTraining pin for completion of a council Leader-In-Training course in specific leadership skills.

**Little Brownie Baker (LBB)** - Baker of the Girl Scout cookies for the Girl Scout cookie program at GSCCC.

**The Lodge** - Annex program building next to A Place for Girls in Chesapeake, Virginia. Available to groups to reserve for overnights.

**Membership Dues**- This is the annual fee that a member pays to be enrolled as a member in the program. There is also the option for adults and graduating girls to purchase a lifetime membership.

**Membership Standards** - There is one Girl Scout program that has six age-level adaptations. Membership standards are guides for determining in which age level a girl should participate. They take into consideration individual differences and make it possible for girls to be grouped according to their educational, social, emotional, and developmental needs and interests.

**Membership Year (MY)** – The Girl Scout membership year runs from October 1 through September 30 of the following year.

**Money-earning Activities** - When a troop needs to supplement its dues and product sales earnings for a special trip or program, the troop may plan a money-earning event to help with the costs. Money earning events should be girl-led and typically require approval by the service unit or council.

**Multi-level troop** - A group of girls forming a troop with members from different levels of Girl Scouting

**National Delegates** - Selected to represent Colonial Coast and cast votes at the Girl Scouts of the USA National Convention, held every three years.

**National Headquarters** - The central administrative office of GSUSA, located in New York, New York. NOTE: Never use just "headquarters."

**Nut-e** - Ashdon Farms' nut and candy online ordering system that is used by Girl Scout council staff and volunteers (troop volunteers, service unit volunteers, community volunteers).

**Opportunity Catalog** - An online portal where parents and volunteers can search for troops, locations and meeting days that work for them and show the volunteer positions that need to be filled to get the troop off the ground

**The Outback** - A 7-acre nature area located behind A Place for Girls. The Outback is an official designated Lou Henry Hoover Memorial Sanctuary named after one of our country's past First Ladies who was a Girl Scout enthusiast. It is also a designated site on the Virginia Birding and Wildlife Trail.

**PA (Program Aide)** - Girl Scout who uses leadership skills to share her interests and experiences with younger girls in a troop, group or camp setting.

**Parent meeting** - Initial meeting every troop should have at the beginning of the school year, or whenever during the year that a new troop might start. At this meeting, the troop leaders meet the parents, collect forms and payments, and decide on ways parents can be involved in the year.

**Pathways** - Girl Scout Membership Pathways are a more flexible way to be a Girl Scout. Do what you want to do, when you want to do it, and benefit from the excellent quality of the Girl Scout Leadership experience but in more flexible ways that fit your schedule. The Pathways are Camp, Events, Series, Travel, Troop and Virtual.

**Recruitment** - These efforts bring in new members (girls and adults) into our program. There are different types of recruitment events, which usually involve the schools, communities, and other organizations/businesses.

**Safety Activity Checkpoints** - Instructions for staying safe while participating in activities.

**Service Unit**- Grouping of troops that meet within a specific geographical jurisdiction. Typically lead by a volunteer team, earning and other events. This team supports the troops in that area

through support, guidance, programming, and approval for money Service Units partner with the council to make decisions and implement program.

**Skimino** - Girl Scout camp accredited by the American Camping Association covering 98 acres, located in Williamsburg, Virginia, used for year-round group camping as well as resident and day camps.

**Summer Camp Guide** - List of all Council-sponsored camp programs, published each year (usually in December).

**SWAPS** - The tradition of Girl Scouts exchanging keepsakes. Referred to as Special Whatchamacallits Affectionately Pinned Somewhere.”

**Thanks Badge** - This award honors an individual whose ongoing commitment, leadership, and service have had an exceptional, measurable impact on meeting the mission-delivery goals and priorities of the entire council or the entire Girl Scout Movement.

**Thanks Badge II** - The Thanks Badge II honors a previous Thanks Badge award recipient who has continued to provide exemplary service in a leadership role which resulted in a measurable impact benefitting the entire Girl Scout Movement.

**Trefoil** - The international symbol of Girl Scouting. The three leaves of the trefoil represent the three parts of the Girl Scout Promise: serving God and country, helping people, and living by the Girl Scout Law.

**Troop Committee**- Group of engaged parents/adults in the troop. Each family is able to be involved and participate in specific, impactful ways with clear communication on roles. Some possible positions include: troop leader, troop cookie manager, treasurer, troop first aider, etc.

**Troop Funds**- Each troop has its own bank account. Money belongs to the troop, not to the individual girls. Management of funds must be transparent for the girls, parents, volunteers, and for the council. Certain reporting rules apply (see Volunteer Essentials).

**USA Girl Scouts Overseas** - USAGSO brings Girl Scouts to the daughters of military, foreign service, and American expat families around the world and to girls in American or International schools. An operating unit of Girl Scouts of the USA, USAGSO ensures that no matter where American families move, they will have access to the Girl Scout Leadership Experience.

**Volunteer News** - A monthly electronic newsletter for volunteers, sent by GSCCC via email.

**Volunteer Essentials** - Encyclopedia for Girl Scout volunteers. Includes tips for planning outdoor activities, managing troop finances, promoting safety, arranging trips, selling cookies and more.

**VTK (Volunteer Toolkit)** - A digital resource that supports troop leaders and co-leaders through planning meetings, communicating with parents, renewing membership, tracking badges earning by girls, recording meeting attendance and more.

**WAGGGS** - World Association of Girl Guides and Girl Scouts. This is a world network of 145+ girl member organizations focused on developing girls and young women around the world.



# Important Girl Scout Holidays/Dates

September 30 - **Membership Year Ends** - Final day of the membership year for GSUSA.

October 1 - **New Membership Year Begins** - First day of the new membership year for GSUSA.

October 31 - **Juliette Gordon Low Birthday/Founder's Day** - Marks the birth in 1860 of Girl Scouts of the USA founder Juliette Gordon Low in Savannah, Georgia.

February 22 - **World Thinking Day** - Celebrates the birthdays of Girl Guides/Girl Scouts founder Robert, Lord Baden-Powell (1857–1941) and World Chief Guide, Lady Baden-Powell (1889–1977). Also celebrated as the day in which World Association of Girl Guides and Girl Scouts (WAGGGS) members all over the world think of each other and exchange greetings.

March 12 - **Girl Scout Birthday** - Commemorates the day in 1912 when Juliette Gordon Low officially registered the organization's first 18 girl members in Savannah, Georgia.

Week of March 12 - **Girl Scout Week** - Starting with Girl Scout Sunday and ending with Girl Scout Sabbath on a Saturday, and it always includes Girl Scouts' Birthday, March 12.

April 22 - **Volunteer Appreciation Day/Leader's Day** - Honors all the volunteers who work as leaders and mentors in partnership with girls. On this day, girls, their families, and communities find special ways to thank their volunteers.

May - **National Bridging Week** - Elevates the accomplishments of Girl Scouts throughout the community by consolidating council-wide and service unit bridging events into this national week.