



About the Volunteer Toolkit (VTK)

What is the Volunteer Toolkit?

The Volunteer Toolkit will make it easier for leaders to manage their troops, prepare for and lead meetings, and connect with other volunteers. Leaders will have access to important resources to deliver the Girl Scout Leadership Experience including three years of meeting plans for Daisy, Brownie and Junior Troops. These plans will incorporate the It's Your Planet – Love it and It's Your Story – Tell It! Journeys as well as all badge requirements.

Who can access the Volunteer Toolkit?

As a registered troop leader (volunteer) (K-5), you will have access to the new Volunteer Toolkit— Girl Scout programming conveniently delivered to your computer, smart phone or tablet to help you and your girls plan meetings. Registered parents of girls in troops will also have “read-only” views of the My Troop (excluding contact info), Year Plan, Meeting Plan and Financial tabs.

Although the badges and journey program materials for Cadettes, Seniors, and Ambassadors are currently not loaded into the toolkit, girls and their advisors can leverage the VTK to access the “Customize Your Troop Year” plan, the troop finance tab, the contacts, and the communication abilities of the toolkit.

What will I do in the Volunteer Toolkit?

Girl Scout troop leaders, when you log into VTK for the first time, you'll have access to three year plans, including one year of Girl Scout badges and a choice of two Girl Scout Journeys. These pre-made plans will help you get started. You'll also set your meeting calendar to include locations, dates and times. New content can be added throughout the year. Customize activities, delete ones that your girls don't want to do and replace them with new ones. If you lead several troops you can easily switch back and forth between your troops!

How will the Volunteer Toolkit help me communicate with troop parents?

Since it will be connected to our new registration system, the VTK will allow you to manage troop contacts, track what badges each girl earns, keep attendance, and communicate with parents and

caregivers. Each meeting has a pre-populated email to tell parents what to expect and to celebrate what the girls have done. Each message is fully customizable.

If I don't have internet access at my meeting place, how will I access the VTK?

You can easily download the materials to your device or print them to take to your meeting. The VTK can be accessed via tablets or smart phones. You can save the material on these devices, or access them using your mobile broadband or WiFi network.

What about volunteers who don't have internet access at home?

The VTK is a website that can be accessed from any computer or electronic device with internet capability. Libraries are a great resource for those who don't have access to the internet at home. You can print meeting plans or download them to your personal computer using remote internet access.

What about Juliette's or Individually Registered Members?

The VTK is designed for troop management. In order to have access to the VTK, the girls need to be in a troop and thus need two registered and designated adult leaders.

Why has Girl Scouts decided to go digital?

The VTK is designed to help cut down the amount of time it takes for you to manage your troops by planning meetings (in partnership with the girls), communicating with parents, and finding support resources. The VTK puts all of this at your fingertips!

Will there be training on the Volunteer Toolkit?

The Volunteer Toolkit is designed to be intuitive and require no formal training; however, video tutorials are available on [YouTube](#). An enrichment workshop for administrative volunteers will be launched in late January.

Why doesn't the system work from my computer?

Your Internet browser might be out of date. We recommend Firefox, Chrome or post-version 9 Internet Explorer. If you're still having trouble logging in, contact customercare@gscnc.org.

What if I still have questions?

If you have additional questions about Volunteer Systems or the Volunteer Toolkit, contact the Girl Scout office [nearest you](#). With technical questions, please contact xxx