

Handout for Girl Scout Junior Program Training



My educators were:

Girl Scout Junior Program Training

TIME FRAME 3 HOURS

Desired Outcomes

Leaders will be familiar with the program specifics of their troop level with the overall goal of retaining girls in a stimulating program.

Objectives

At the end of this session, participants will be able to:

- Identify developmental characteristics of 4th and 5th graders.
- Utilize age-appropriate group and individual behavior management techniques.
- Identify strategies and resources for helping girls cope with difficult situations.
- Identify resources for program activities that meet the needs and interests of girls and meet Girl Scouting's goals for girls.
- Apply concept of girl/adult partnership to the planning of troop activities
- · Adapt program activities to meet girls' needs.
- Implement the program for Girl Scout Junior Awards.

Required Resources

GSCNC's Volunteer Essentials (available for download at gscnc.org) GSUSA's Online Safety Activity Checkpoints (available at gscnc.org)

Recommended Resources

Juniors Girl's Guide to Girl Scouting (purchase in the Girl Scout Shop) Adult Facilitators Guides for Junior Journeys (3 choices available in the Girl Scout Shop)

- Agent of Change
- Get Moving
- aMUSE

Additional Skill Building Badge sets (3 packs available in the Girl Scout Shop)



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and earn the awards Choose a Journey

























Remember to add in trips, outstoor advantures, the cookie sale and more! Socideas in all the girl's books.

Maying the Past

more Badges? Add the Badge sets Want to earn

The Girl's Guide to Use them all with

Girl Scouting







landbook













GET MOVING!















aMUSE















GSS

Practice with Purpose

First Aid



Financial Literacy

savvy Shoppe



Welcome to Girl Scout Juniors

Girl Scout Junior leaders need to be able to help girls to plan and carry out a variety of activities that are appropriate for the troop size and maturity level. Planning a troop year with girls and evaluating its success are crucial to the retention of girls in Girl Scouting. This handout is designed to guide you through the implementation of your troop program and direct you to further resources for continued success!



Junior Girl's Guide to Girl Scouting

Girls and volunteers love this fun, eye-opening all-in-one badge book and handbook resource. Beautifully designed, the Junior Girl's Guide for Girl Scouting is a binder divided into three sections: handbook, badge and my Girl Scouts. The Girl's Guide to Girl Scouting complements the Girl Scout Journeys by helping girls build skills to become successful and gain the confidence to do amazing things!

Adult Facilitator's Guide to Junior Journeys (3 choices):

Each companion guide for adult volunteers offers key information about the journey, its awards, and its leadership benefits, along with step-by-step sample plans for sessions with the girls. The adult guides also feature Girl Scout history, tips for getting out in the great outdoors, details about how to add your own "bells and whistles" to the journeys in partnership with girls, and unique activity sheets.





Skill- Building Badge Sets

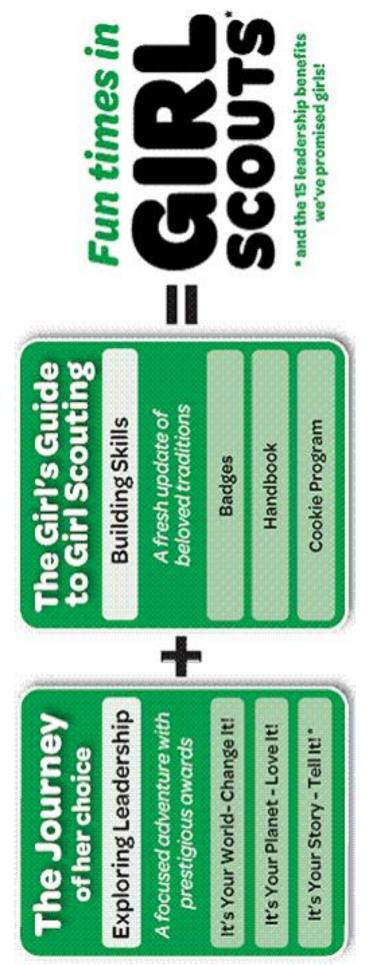
Each Skill-Building Badge Activity Set offers girls activities to build fun and relevant skills they can use on their Leadership Journeys. These sets contain earning requirements, program activities and information for earning five skill-building badges related to each Journey.

They can also be conveniently inserted into The Girl's Guide to Girl Scouting. (Badges sold separately)

Volunteer Toolkit (VTK)

The Volunteer Toolkit makes 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. Log in to "MY GS" on gscnc.org to access the Toolkit.





Troop Government

Remember these key words:

- Girl Ownership
- Girl Planning
- Troop Government:
 - Patrol System
 - Executive Board System
 - > Town Meeting System

Girl Scout Juniors, Cadettes, Seniors and Ambassadors have three models of troop government:

- In the Patrol system, the troop is divided into smaller groups called patrols. Patrols typically average 4 to 6 girls each and a troop might have 3 to 6 patrols. Each patrol elects a patrol leader who represents all the girls in the patrol. The patrol leaders meet with the troop leaders and together make troop decisions. Patrol leaders should rotate periodically so that every girl has an opportunity to lead, but not too often –a girl should be a patrol leader long enough to experience the results of her decisions!
- In the **Executive Board** system one leadership team is elected to represent the entire troop. The board or "steering committee" has officers such as President, Secretary, Treasurer, Chief Operating Officer, etc. The number of officers varies with each troop and might vary from year to year depending on activities. The Board will hold its own meetings to discuss troop matters. Board members should rotate periodically so that every girl has an opportunity to lead, but not too often -a girl should be a board member long enough to experience the results of her decisions!
- Under the Town Meeting system business is discussed and decisions are made at meetings attended by all the girls. This system usually requires a moderator who makes sure that

everyone gets a chance to talk and that all ideas are considered.

Although it might seem more efficient to do things yourself, growth in Girl Scouting isn't about efficiency--it's about the leadership skills and self-confidence girls develop by playing an active role in troop decision-making. In Girl Scouting, a girl can learn to make decisions, accept the consequences of those decisions and help plan activities for her troop or group. Using Girl Ownership every time may seem a bit more time-consuming, but in the end it will be much more rewarding for the girls. See Volunteer Essentials, page 66.

Kaper Charts

Use of a Kaper Chart will also help girls experience management and order. Have your Girl Scout Juniors brainstorm the <u>kapers for</u> <u>meetings or each activit</u>y and let them design the kaper chart.

Tips for Managing your Troop

- Complete the Volunteer Registration process. See Volunteer Essentials, pages 9-12.
- Ensure each girl in the troop is registered.
 See your service unit registrar for assistance with registration. Register additional girls and adults as they join the troop throughout the year. Remember: only registered girls and adults are covered by basic Girl Scout insurance.
- Establish a way of communicating with the parents regularly. This could be a newsletter or a flyer, a troop rally on Rallyhood, or a hard copy calendar of the troop's activities.
- Have signed Parent Permission forms (email or hard copy) for all troop activities outside the regular troop meeting in the leader's hands before any girl may participate.
- Use on-line Safety Activity Checkpoints in planning all activities with your troop.
- Keep track of badges and awards a girl has earned through the Volunteer Toolkit.

- Participate in Service Unit, Association, and Council events according to your troop's ability.
- Follow current Volunteer Essential procedures for submitting financial records to your service unit.
- Discuss any change of leadership with the Service Unit Manager.

Managing your troop doesn't take magic! Just think: organize, delegate, and Girl Ownership!



Troop Financing

Girl Scouts Juniors may participate in the fall product sale and cookie sale. Troops profit from both sales and girls participating in the sales must be registered. Junior troops may also participate in other money-earning activities, with Council approval. *Keep in mind:*

- Girl Scouting should be affordable to all. Although \$20 or \$30 in dues up front may not be expensive for some, it can be a barrier to Girl Scouting for others. For dues, encourage the girls to consider starting out with a small amount (such as \$5) or collect small amounts each meeting (such as \$.25). Or, instead of dues, have each parent purchase one item for the troop, such as glue, construction paper, a jump rope, balls, items for the first aid kit, or other supplies.
- You will likely discover that product sale profits will fund most of your activities.
 Encourage girls to plan more expensive activities after product sale profits are received.
- Remember that "Troop and Member Financial Assistance Request Form" can be used to apply for financial aid for GSUSA registration fees and troop dues; and the Program "Grant Application" can be used to apply for program grants for activities. All forms are available at www.gscnc.org under Forms.
- Girls should be encouraged to handle their money responsibly. You might have a Troop Treasurer, or a treasurer for each patrol.
- When preparing for a product sale, make sure to discuss a goal with the girls. This might be 50 boxes per girl, or a total of 50 magazine subscriptions for the whole troop. Be sensitive to girls who cannot participate. In setting a goal, discuss ways the girls would like to spend their profit. The girls will be more motivated if they have decided on their "reward."
- Remind the girls to budget for year-end recognitions and badges. Check out the

prices at the GS Shop to budget more accurately.

Funding Activities Creatively:

Consider having a "Troop Leader's Wish List" at your parents' meeting:

old crayons school scissors
fabric scraps buttons
coffee cans magazines
plastic tubs, lids cardboard
rope, twine, string leftover yarn paint brushes paints
school scissors
buttons
cardboard
old sheets
ribbon, lace, trim
newspaper

or anything else you might need for craft projects!

Here's a game to help with your planning: **Supplies needed:**

- 1. Eager group of girls
- Enthusiastic adult leaders, lots of girl ideas,
 4 pieces of large paper, some magic
 markers
- Step 1: Enthusiastically brainstorm with girls what they want to see, do, make, and visit this coming year. Remember: no idea is tossed out or turned down in brainstorming.
- Step 2: Attach a price guess-timate to each activity. Use cents for least expensive projects, \$ for more and \$\$ for the most expensive projects. Remember, service projects can cost money.
- Step 3: Place ideas on individual sheets with all of the cents together, \$ together, \$\$ together.

Cents Ideas - What we can do right now. \$ Ideas - To plan and work for. \$\$ Ideas - A super planning/money-earning effort needed.

- Step 4: Decide with the group what activities fit the calendar year -- before cookies, before summer, etc.
- **Step 5:** Celebrate by planning the first activity/adventure.

Girl Scout Junior Insignia

Earned Awards

Earned awards are insignia from the Girl Scout age-level books that are earned by completing the requirements indicated. Earned awards are worn on the <u>front</u> of the uniform sash or vest. (see diagram on next page)

This includes: Girl's Guide Legacy Badges

Girl's Guide Financial Literacy Badges Girl's Guide Cookie Business Badges

Activity Badge Set Badges

Journey Awards Badges & Journey Summit Award Pins

Bridge to Girl Scout Cadettes

Participation Patches and Pins

Participation patches and pins are supplementary insignia whose focus is participation, not prescribed requirements. Participation patches and pins are worn on the <u>back</u> of the uniform sash or vest. A listing of patch programs can be found on the GSCNC website under About>Our Program>Kits and Patches. Here, requirements for each patch programs can be downloaded and printed for your convenience.

This includes: Honor Troop

My Promise, My Faith Pins Patch program activities

Souvenir patches for taking part in activities (Council or Service Unit events)

Emblems

Emblems are insignia that denote Girl Scout membership at the national, council, and troop levels. They are worn on the front of a Girl Scout uniform.

This includes: Council Identification strip

Troop crest

Membership Stars

GSUSA identification strip

Troop numerals

And the pins you see below



Girl Scout Membership pin



World Trefoil pin

For proper placement of earned awards, participation patches and pins, and emblems on the Girl Scout uniform, view the next page and consult *The Junior Girl's Guide to Girl Scouting*.



November 20

Design-A-Meeting Ideas

First Girl Scout Junior Troop Meeting

- Pre-Meeting Activity: (15 minutes before)
 On the large paper, or graffiti sheet, make
 one column for "What I Did This Summer"
 and one for "Would Like to Do." Have the
 girls write their ideas on the graffiti sheets. If
 you regularly have snack, have another
 sheet to make a list of their favorite snacks.
- Opening Activity: (3 min)
 Have the girls read the Girl Scout Promise and Law together. Remember to be sensitive to girls who are brand-new to Girl Scouting; don't assume that girls know the Promise and Law by heart.
- Troop Business/Planning Activity: (10 min.)
- 1. Have the girls sit in a circle, on chairs or on the floor.
- 2. Explain and demonstrate the Quiet Sign.
- 3. Girls should establish rules for the troop meetings with guidance from leaders.
- 4. Help girls decide which form of troop government they want to try.
- 5. Girls should have an active part in deciding the amount of dues. They will need your guidance for keeping the amount low enough for everyone to afford (see Troop Financing).
- 6. Plan to make the Kaper Chart at the next meeting.
- Major Activities: (10 min each)
- 1. Play the game "Partners": everyone finds a partner. If there are cliques, you may want to pull names from a hat. Then, each pair talks together for five minutes to find out all they can about each other. Each person introduces her partner by telling the group their partner's name and two interesting things she has learned about her partner.
- 2. From the graffiti sheets, make a priority list of what they would like to do during the year. Have a few ideas of your own to start the girls thinking. Go over the list with the girls to decide how much each activity will cost and the time needed to complete the activity.
- In small groups, have the girls make a poster or graffiti sheet of what the Promise means to them. Keep the sheets for the next meeting.

- Snack: optional (15 min)
- Announcements:
 - Ask girls to remind parents/guardians of the meeting for troop adults to be held before the next troop meeting.
 - If the troop is not yet full, have them bring a friend to the next meeting.
- Closing: (5 min)
 Try the Friendship Circle (see Junior Girl's Guide to Girl Scouting, p. 9).

Make sure to leave time for Clean-Up! Schedule Clean-Up after snack, but before the closing, so girls don't run out when their parents arrive.

More Activities

• Pre-Meeting Activities:

- Have girls get in their patrols. Patrol officers take attendance and collect dues. Girls can make their own attendance and dues sheets or you can purchase the printed form from the GS shop.
- Have riddles written on paper or cardboard and post them around the meeting place with instructions asking girls to solve them. Share answers later in the meeting.
- Nosebag skits: Put five to ten items in paper bags (one bag for each group of 4-6 girls). Items could be uniform and insignia, badge, first aid kit, or completely unrelated. Before the meeting begins, have the girls think up a skit using their items. Have them put it on during the meeting.

• Opening Activities:

> Flag ceremony, song, game

Business Topics:

Vote on a troop crest, troop kapers, troop government

Activities and Games:

see suggestions later in this handout.

Closings:

Sing a song, play a game, friendship circle and squeeze.

More information on planning meetings can be found in the Volunteer Toolkit under MY GS on gscnc.org.



Meeting Planner



Date:				
	Activity	Supplies needed	Girls need to bring	
Pre-Activity				
Opening				
Troop Business				
Major Activity				
Snack (optional)				
, ,				
Clean Up				
Closing				
	<u> </u>			
Add'l Adults, Program Volunteers:				
"Up Your Sleeve" Activities:				
Permission slips,	Flyers, etc. to be han	nded out:		
Permission slips	to be collected:			

Just For Fun Activities

Games:

Moon Relay:

The players (astronauts) form two teams; each team is given three sheets of paper (moon rocks). At a signal, the first astronaut in each line lays down the sheets, one in front of the other, and steps from rock to rock, each time moving it to the front. When she reaches the finish line, she picks up all three sheets and races back to hand them to the next player.

Touch Tag (originated in Japan)

One player is selected as "It" and chases the other players. When a player is tagged, she must put her hand on the place she was tagged -- knee, back, etc. In this position, she must chase the other players.

What Is It?

On a table in plain view, display 10 unbreakable objects. Allow girls to examine them for a minute or two; then place screen around table, concealing the leader. As she drops each object, players try to identify what fell by the sound it makes as it falls. Players list objects on paper as they hear them.

Fanning Football

Make a goal line at each end of the room and give each player a paper fan. A ping-pong ball (or cotton ball) is used. The players of each team are scattered over the entire floor, each being assigned to an area which she must not leave. The ball is placed in the center, and at the signal, the players attempt to blow it across the opposing goal, using either the fan or their mouths or both.

Mechanical Match Game

Put the names of different machines on pieces of paper. Make 2 or 3 (or 5 or 7 for a patrol) for each machine. Each girl picks a paper from a hat. Everyone tries to find her match by acting out her machine using sounds, but not words.

Visit to the Farm

Girls stand in a circle. Someone is chosen to be the farmer. She is blindfolded and placed in the center of the circle. She walks around in the circle, then points to someone. She then calls this person some animal on the farm. That person must respond by making the sound customary to that animal. The farmer tries to identify the person's name. If she succeeds, they exchange places. If not, the farmer goes on to someone else.

Words in a Bag

Decide on some words for the girls to spell. Prepare enough letters and perhaps a few extras for the girls to be able to spell the words. Place the identical letters in two or more paper bags, depending on how many teams you have. Give each team a paper bag. When you announce the word the girls must spell, the signal is given to start. One at a time contestants of each team put their hands into the sack and draw out a letter. If it is any part of the word, it is placed on the table. If not, it must be put back in the bag. The first team to spell out the word is the winner.

My Month

Twelve cards with the names of a month of the year on each are posted around the room. The players are told to gather around the card naming their birthday month. Then each group in turn is called upon to select some activity typical for that month and to act it out. The others try to guess the month by the activity represented.

Kim's Game:

Materials needed: Girl Scout Junior insignia, tray, towel to cover tray

Let the girls view the tray without the towel for several minutes. When they think they have seen everything, have them draw pictures or write down as many items as they can remember. Note: this game can be played with any type of items.

For more games, consult your service unit library, local public library or bookstore.

Crafts:

Paper Bead Jewelry:

You need: illustrated magazine pages, toothpicks or nails in varying diameters, white glue or tacky glue in small containers or jar lids, thin cord or fishing line, 1/16" round elastic for bracelet, optional beads for spacers

To cut beads:

- 1. Starting at lower right corner, mark off each inch with a dot at bottom edge of a page.
- 2. Starting at top right corner, measure 1/2" upward, then mark off each inch.
- 3. Place ruler from bottom right corner to first dot at top right and draw slanted line.
- Place ruler from first top dot to first lower dot and draw line to finish a full thin triangle.
 Continue across page. A 9" by 11" page makes 17 triangles.
- 5. Cut them out.

To make beads:

- Wrap the wide end of strip around a toothpick and roll the paper tightly toward the pointed end.
- 2. Using another toothpick, put a touch of white glue on the tip.

Necklaces: Be sure to leave string at each end to tie. Tie each end of string around a bead so they won't come unstrung.

Bracelet: Thread 10" of round elastic through paper beads alternating with store bought beads, if desired.

Yarn Painting

You need: cardboard or poster board, pencil, yarn in many bright colors, white glue or tacky glue, cuticle stick, tooth pick or bamboo skewer

- 1. With a pencil draw a simple silhouette-type shape on cardboard. Birds, flowers or animals make good designs.
- 2. Spread glue around the outer margins of the cardboard.
- 3. Lay three rows of yarn around the border.
- 4. Turn sharp corners and press rows of yarn firmly against each other using the cuticle stick
- 5. Spread glue along the penciled shape outline and lay a strand of yarn to form its border. Keep sharp corners on initial outline

- rows. These sharp angles will gradually soften as work continues toward the center.
- Spread glue and lay in rows of yarn to fill in the center of this shape, again using the cuticle stick to push rows together and to push yarn into hard to reach corners. Change colors as needed for the pattern.
- 7. Tuck loose ends under to hide them.
- 8. Fill in background in the same way.

Twig Weaving

You need: branched twigs (from dead trees or shrubs--don't injure living plants!), yarn, string, or thread, a plastic large-eyed needle, scissors

- Tie parallel rows of yarn stretching between two arms of the twig. These will be the warp threads. Hold the twig so that the warp threads are vertical.
- Weave threads from the left in and out among these warp threads to create the desired design.

Personality Collage

You need: old magazines, scissors, glue sticks, paper

- 1. Have each girl look through old magazines for pictures that show her personal interests.
- Cut out the pictures and arrange them to overlap and completely cover the mounting sheet.
- 3. Glue each picture in place.
- 4. Have each girl find headline-sized letters in magazines to spell her name and glue her name anywhere on the arrangement.

For more ideas, check out craft resources available in your Service Unit, local library, bookstore and online.

GSCNC also occasionally offers classes where you can learn new crafts. Check the Adult Education trainings here:

http://www.gscnc.org/en/event/events-list.html for details.

Songs:

I Have Lost My Underwear
(to tune: Bye Bye Blackbird)
I have lost my underwear
I don't care, I'll go bare
Bye-bye long johns
They were very dear to me
Tickled me -- E - hee - hee
Bye-bye long johns
Oh how I miss that little trap



Bye-bye long johns
Oh how I miss that little trap door behind me
If you see them you'll know where to find me
I have lost my underwear
I don't care, I'll go bare
Long johns, bye bye.

<u>Daisy Low</u> (tune: Clementine)

Chorus: Hooray for Daisy! Hooray for Daisy! Hoo - ray for Daisy Low! Started Scouting in our country,

In the south so long ago.

Long ago in merry England
Daisy met Lord Baden Powell (Pole)
Studied hard his Scouting program
To prepare her for her role.
CHORUS

Now we've learned our Law and Motto, And to give our Promise true; Lay a trail and set the table, Are some things we'll learn to do. CHORUS

When our Junior days are over, Still in Scouting on we'll go; Till the day that we are Seniors, Proud there was a Daisy Low.

For more songs, check out the following resources:

Sing Together
Girl Scout Pocket Songbook
Girl Scouts Sing and Dance Around the World*
Still Singing After All These Years*
*Available with CD sample of the songs

Don't forget Girl Scout Cadette, Senior, and Ambassadors --they know more songs than most of the adults! Ask their leaders if they would be willing to visit one or two of your meetings to teach songs.

Service Projects:

Putting the Girl Scout Promise into action!

Service, that very important but often forgotten part of program, is increasingly valuable to the healthy development of girls in Girl Scouting. In today's world, adult Girl Scouts can play an important role in helping girls grow into happy and resourceful citizens. What better way than to encourage service and the caring attitudes it enhances?

Leaders should do their best to have service become an ongoing part of troop program. The following guidelines should help you to plan service with your troop:

- Make sure girls understand the reason for the service. They should see the need and the end result.
- Girl planning does matter! The leader who commits her troop to a service without asking them is missing the boat.
- 3. Let service be a natural part of the troop program.
- Think of your own contacts with schools, sponsors, churches, or agencies for areas needing help. Consult GSCNC's web site for "Council Service Opportunities" for more ideas.

Hints for a Successful Service Project:

- Check first with the organization or agency before starting on the project
- Make sure the project is appropriate for the age level
- Try to do a project where there will be a response (someone to thank them and let girls know they are appreciated)
- Consider relating a service project to a badge the girls are working on

MOST IMPORTANT:

Girl Scouts cannot be political, but they can help with elections and babysit at polls, or distribute non-partisan information about voter registration, etc.

Remember, Girl Scouts CANNOT solicit money for any other organization, but they may provide service for that organization, or donate a moderate amount from the troop treasury

Girl Scout Junior Ceremonies

Girl Scout Junior Investiture

After the girls have completed their first three or four meetings, they have learned a lot about being a Girl Scout Junior. They are ready to make the Girl Scout Promise and receive their Girl Scout Membership pins (for bridging Brownies, the Membership pin replaces the Girl Scout Brownie pin). This is traditionally done at a special ceremony the girls plan. Here is one way to shape the ceremony.

Have three candles of one color for the three parts of the Promise and ten candles of one color for the ten parts of the Law. Divide the Promise and the Law amongst the girls and have them pass the "light of Girl Scouting" as they read their section. Finish with "Whene'er You Make a Promise" or other appropriate song. If possible, have second and third year girls pin the first year Juniors with their Girl Scout membership pin.

When to Present Recognitions

Although recognitions can be presented at any time, consider having the girls plan a special ceremony for presentation. This ceremony is called the **Court of Awards**. It is recommended that a Court of Awards be held more than once during the year to keep girls interested and motivated. Three suggested times are:

- October-November in conjunction with the Rededication/Investiture Ceremony (when girls receive their Girl Scout membership pins)
- February-March in conjunction with Thinking Day and/or the Girl Scout Birthday Celebration. Girls may receive:
 - -any earned badges or awards
 - -any participation patches
- May-June in conjunction with end-of-year celebrations/Bridging. Girls may receive:
 - -any earned badges or special awards
 - -any participation patches
 - -Girl Scout Bronze Award

Additionally, Bridging girls may receive:

-Bridge to Cadettes (if earned)

Girls should plan the ceremony, including decisions about songs or activities they might like to do to open or close the ceremony, as well as whether parents will be invited, when the ceremony will take place, and whether refreshments will be served.

Bridging:

Helping girls through the transition from one age level to the next is very important in retaining girls in Girl Scouting. The Girl Scout Junior program includes a recognition for girls to earn as they move from one program level to the next: The Bridge to Girl Scout Cadettes patch. This patch is earned when they complete the steps to the - Girl Scout Cadettes program. To make the transition from one level to another exciting and something for the girls to took forward to, the "bridging seed" needs to be planted. Girls need to participate in intertroop activities with girls in different program levels from themselves. This way older girls get to feel important and experienced, and younger girls get to see older girls participating in the program and enjoying it.

Bridging can take many forms. Let the girls plan the ceremony. Help them use their imagination! Here are some examples:

- Bridging girls can join a circle or horseshoe made up of girls in the next level
- Bridging girls can cross over a stage area or over a bridge constructed with moveable steps
- Bridging ceremony might include something along the rainbow theme of the Bridge to Girl Scout Cadettes patch

For other ceremony ideas visit http://www.girlscouts.org/en/about-girlscouts/traditions/ceremonies.html.

Notes Page



Girl Scout Council of the Nation's Capital