

By submitting this form you agree to accept this role for the current membership year.

| APPOINTMENT | Name | Troop #/ SU# / Position | Date |
|------------------------|------|-------------------------|------|
| Troop First Aider | | | |
| Service Unit Leader | | | |
| Appointed by GSH Staff | | | |

| PURPOSE | APPOINTED BY | TERM |
|---|-------------------------|--|
| Ensure the safety of girls and adults present during Girl Scout troop activities, outings, and events and administer first aid as needed. | Troop Leader or Council | Troop Activity or Troop Year Renewable |

QUALIFICATIONS

- Registered and background checked Girl Scout Volunteer, at least 18 years of age*, who lives the values of the [Girl Scout philosophy](#)
- Ability and desire to work with and serve people from diverse backgrounds
- Adhere to council policies and ways of work as outlined in GSH [Volunteer Essentials](#)
- Knowledge of the [Girl Scout Program](#), [Safety Activity Checkpoints](#), as they apply to this role
- Able to maintain confidentiality when sensitive issues arise
- Opt in to receive GSH communications by email
- Demonstrate strong organizational and oral/written communication skills with the ability to plan, supervise, evaluate, communicate effectively, and delegate work to others

*Volunteers under the age of 21 are not permitted to transport girls.

RESPONSIBILITIES

- Review the [Safety Activity Checkpoints](#) for your selected activity to know when a Troop First Aider is needed.
- Be present throughout the entire activity or trip, and ideally should have no other responsibilities or duties and file the necessary paperwork after the activity, outing or event.
- Follow the [GSH Travel & Safety Guide](#) at all times
- Download the latest "[GSH Travel & Safety Guide](#)" from the council website and follow protocol outlined therein, including:
- Maintain a first aid kit (adjust to your troop's needs based on this suggested [list](#) from Red Cross and/or see the Program and Camp Nurse description): Inventory and purchase needed supplies before activities/trips, and replenish after use
- Obtain directions to the nearest hospital and maintain a list of emergency phone numbers including ambulance, poison control, police and hospital within 30 minutes
- Communicate safety guidelines and emergency procedure to girls and adults
- Maintain and review the [girl](#) and [adult](#) Health History form
- Keep and dispense medications according to GSH guidelines in [Safety Activity Checkpoints](#) and log on the [Medication Form](#).
- Administer first aid as needed to girls or adults, and inform troop leader and parents of any injuries sustained
- Maintain a Health Log for troop.
- Maintain a supply of [Incident forms](#) or refer to the [online GSH Incident Report form](#) and insurance claim forms. If there are any injuries, ensure that those are filed within 24 hours along with a copy of the [girl](#) and [adult](#) Health History forms

TRAINING

- Maintain qualified CPR/AED Training from an approved certification provider and complete all supplemental training by program level required by GSH
- Complete additional training and development courses provided by council via the gsConnect online learning platform.
- Must opt in to receive GSH email communications
- Attend Council scheduled meetings for this role and inform troop leadership and care givers of related information