



Position Description for GirlJam Crew

Provincial Patrol Guider for Individual Girl Participants

The GirlJam Crew will form a team of volunteers committed to executing a dynamic girl-driven event for 5000-10000 Ontario and Nunavut members that successfully “Wows the Girl”.

Volunteer Opportunity

As part of the GirlJam Crew, you will work in a collaborative and supportive manner with the other Registration team members, in an effort to ensure an efficient delivery of services and a successful event outcome.

Key Responsibilities for the Position:

As a Provincial Patrol Guider for groups of individual girl participants, you will be responsible for supervising a group of individual girls (based on the Safe Guide yellow level ratio for the respective branch being supervised) who have registered to attend GirlJam 2020 independently.

Your key responsibilities will include the following:

- In advance of the event, contact the parent/guardian for each of the girl members identified for your group in order to open a communication link and identify your role as their respective daughter’s supervisor for the event;
- Collecting health and dietary information for the girls in your group and ensure any concerns are communicated to the event organizers, in a similar manner to a unit Guider that is bringing a group for her own unit;
- Prior to the day of the event identify where you will meet up at the event, including an identifying feature you will use (a specific coloured hat, a sign, etc.) and provide the parent/guardian and girl (if Pathfinder or Ranger) with a contact phone #;
- Collect the registration package for your group at the event and distribute the package items to each girl;
- During the event, maintain a duty of care for the girls assigned to your group;
- At the end of the day, ensure all girls are supervised until they are returned to the care of their respective parent/guardian.

Requirements for the Position:

- Availability to attend GirlJam 2020 on September 25 and 26, 2020;
- Current first aid qualifications;
- Experience working with the branch level you wish to supervise including an understanding of how to communicate and manage behaviours for the respective age group;

- Strong leadership skills with a capacity for helping girl members navigate a new and unfamiliar environment;
- Ability to remain calm, cool, and collected in potentially stressful situations;
- Strong interpersonal, organizational and problem solving skills;
- Ability to communicate in a clear, concise, understandable manner as well as listen attentively to others;
- Commitment to providing outstanding customer service.

Working Partnerships:

As a unit Guider for a group of individual girl members, you will report to the Registration Lead.

Term of the Position:

- This position will commence from the time of acceptance (early 2020) until the conclusion of the event on September 26, 2020.
- You may be required to participate in team meetings via conference call during the event planning stages.
- All GirlJam Crew members will be responsible to pay the registration fee of \$59 + HST. Included in this fee is a t-shirt, crest and meals during the GirlJam event.

