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# The Piccolo

November 2010

## Membership Growth – A Call to Action!!!!

### The Current Situation

Based on the information available as of November 1st we are facing a dramatic drop in girl membership numbers in Quebec. **The drop is in the 500+ range.**

% Reduction of Girls Compared to 2009-10	# of Districts
-40% +	3
-30% to -40%	7
-20% to -30%	1
-10% to -20%	5
No Change	3
Increase in girls	1 (Congratulations Lakeshore District!)

Note: There are 4 districts that are not in these totals as there are some numbers to be verified. The registration numbers are far from the 5% growth target that has been set for Quebec. Urgent action is required now.

### Next Steps

The following steps are being taken to address this situation.

1. The DC's have been informed of the registration numbers for all Districts.
2. All Districts are being asked to get in ASAP all pending registration forms. This is important to fully establish the true base line for each District.
3. Each District with a 10% reduction or more in registration have been asked to complete a Membership Growth Diagnostics Questionnaire to help identify the issues related to the reduction in registration. This is a key step in identifying challenges and possible actions that can be taken.
4. Each questionnaire will be reviewed and then the Membership Growth Team will be working with the Districts to determine what specific actions can be taken to reverse this situation and what resources are required.

### Call to Action

This situation is critical for our Province and while you are deeply into your Guiding year this dramatic change is one we cannot afford to walk away from. It is important for all of us to get behind reversing this situation in the short term – the time for action is now.

### Membership Growth Coordinator

You will notice that there is an advertisement for a Membership Growth Coordinator in the Piccolo. This will be a new position for Quebec. This position already exists in Newfoundland and Ontario. The hiring of this individual is an important step towards rebuilding our Province but this does not represent a short term solution for us, nor does it mean that Districts will no longer have a key role in growing our membership. This person will have a dual reporting relationship between reporting to the National Manger, Membership Growth and our PC or her designate.





### Thank You Mille-Iles District

Quebec Council would like to thank Linda Hamelin and all of the girls and Guiders from Mille-Iles for hosting the 2010 Friendship Trail in Oka. Beautiful trails, tasty Oka cheese and fabulous native dancers were a few of the things that made the day a great success!

Tired and bored of the same old camp?  
Challenge yourself to try something new and exciting!  
Back by popular demand is...

# Snow Trails 2011!

Join Us On February 18th-20th 2011!!!

Please note the new date....  
more information to follow shortly including new location

### ADULT RENEWAL

The deadline of November 15, 2010 is fast approaching. All Guiders that did not return this year need to be cancelled. Members at Large, Trefoil Members and District Council Members that do not work in units, need to pay their Membership Fee. If payment is no received by November 15, these Guiders will be cancelled. **Please do not delay.**

## Red Cross First Aid Courses from Pulse Aide Inc.



Authorized Provider

Complete details of First Aid Requirements for Safe Guide Activity Levels are found in the Safe Guide document, July 2010 update, found on the Girl Guides of Canada website.

**Emergency First Aid Course** (8 hours) – Saturday, November 27, 2010 8:30am–5:30pm  
Cost including manual - \$90, taxes included. Certification Valid for 3 years. Course location in NDG.

**Standard First Aid Course** (16 hours) – Sat and Sun, November 27 and 28, 2010, 8:30am-5:30pm  
Cost including manual - \$110, taxes included. Certification Valid for 3 years. Course location in NDG.

### ***GGC – Quebec Council will reimburse 2/3 of the cost of the course for an (adult) Guider***

For more information, course schedule, to register in a scheduled course or to book a course for yourself or for your own District or Guiding community at a time and location most convenient for you,

please email [joanlax@liberty-i.ca](mailto:joanlax@liberty-i.ca)

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## Safe Guide



Here are a few tips from your Safe Guide Assessors for planning safe activities with your girls:

- 1. Start your planning early**  
The earlier you start, the better your planning will be. Don't forget to include the girls in your planning too. The more they are involved, the more excited they will be! You cannot submit your paperwork for assessment until your plans are complete.
- 2. Find the Activity Guide that is closest to your activity**  
Start the planning for each activity with consulting the Activity Planning Guides in Safe Guide. If you don't find one that is exactly like your activity, follow one that closely resembles it. Need extra help? Speak to your District Commissioner or your Camping Adviser or an experienced Guider about how to plan your activity and figure out whether it requires a yellow or red assessment.
- 3. Decide who will be the Responsible Guider right from the start**  
Every activity needs a Responsible Guider (even each week's unit meeting). While she does not have to take on all the planning or all the paperwork, her role is to ensure that all of the plans are thorough and comply with Safe Guide. If your activity turns out to be yellow or red, it is the Responsible Guider who will communicate with the Assessor to get the go-ahead.
- 4. Submit your paperwork for assessment before the deadline**  
Yellow level activities require you to submit your SG3 a minimum of 14 days in advance and a red level activity requires at least 21 days for assessment. Submitting your paperwork after the deadline or before your plans are completed may result in you being required to revise your activity to a green level one or to cancel it altogether.
- 5. Safe Guide knowledge a little rusty? Why not join other experienced Guiders for brunch and a little friendly update on November 20 from 9am to noon at the Provincial Office.** Confirm your spot (and food) by emailing Joanne Millette at [Joanne.millette@gmail.com](mailto:Joanne.millette@gmail.com) by November 11<sup>th</sup>. See the October Piccolo for details.

Planning activities with your girls is why we are Guiders. With some advanced planning, you will show the girls the importance of time management as well as make your activity assessment simple and painless.



# 2011 Provincial Training Day



Open to all adult members and Rangers and anyone else over the age of 15 years who works on a regular basis with a unit. Sessions cover a wide variety of topics including skills and information needed to implement the Guiding Programs and Girls engagement.

*Tous les membres adultes des Guides, les Rangers ainsi que toutes les personnes âgées de plus de 15 ans qui travaillent régulièrement au sein d'une unité sont invitées. Les sessions couvrent un large éventail de sujets incluant les compétences et les connaissances utiles pour les programmes des Guides et l'engagement des filles.*

**DATE: Saturday, January 29, 2011 - samedi le 29 janvier 2011**

**LOCATION** To be announced. Check your December Piccolo  
**LIEU** Surveillez le Piccolo du mois de décembre

**TIME:** 8:15 a.m. to 3:30 p.m. Registration from 8:15 – 8:40 a.m.  
Please be on time. As this is a busy day, you are asked to proceed to the registration table upon arrival. You will receive a detailed schedule at registration outlining your personalized training day, including your choices and general sessions.

**HEURES:** 8h15 à 15h30 (Inscription de 8h 15 à 8h 40 – soyez ponctuelles) S'il vous plaît, présentez-vous à la table d'inscription dès que vous arrivez. Lors de votre inscription vous recevrez un agenda détaillé de votre journée incluant tous vos choix.

**COST:** \$15.00 covers training materials, a crest, refreshments (coffee, tea & juice) and facility costs, please check with your district for their support policy

**COUT:** \$15.00 comprend le coût des matériaux, l'écusson, la collation (café, thé et jus) et les frais de location, informez-vous auprès de votre commissaire pour support financier.

**LUNCH:** Brown bag lunch, bring your own mug.  
*Veillez apporter votre propre dîner et votre tasse à café.*

**WHAT TO WEAR:** Registered Members – any option of official uniform  
(please remember that sessions may be active, be prepared to go outdoors)

**TENUE:** Membres inscrits – toute option de l'uniforme officiel (n'oubliez pas que certaines sessions peuvent comporter des activités physiques ou se dérouler à l'extérieur, soyez prête)

**BRING:** Your bag lunch, mug, notebook, pen, scissors, program and song books

**APPORTER:** Votre lunch, une tasse à café, un cahier de notes, un crayon, des ciseaux,  
*vos livres de programme*



Please note that sessions are in English. *Veillez noter que les sessions se dérouleront en anglais.*

**Mark your calendar and check the sessions in the December Piccolo - Noter votre calendrier et vérifier le Piccolo de décembre pour les sessions.**



## REMINDER: Brunch for Experienced Guiders

When: Saturday, **November 20**, 2010, 9:00 am to 12:00 pm

What: An opportunity to hear first hand about our new approach to Safe Guide

Where: Provincial Office, 1939 de Maisonneuve Ouest.

Details: If you have been a Guider for more than 3 years and are currently working in a District we are inviting you to brunch and an informal talk on a new Safe Guide approach "It's all about the planning".

**Come enjoy brunch and share your time and knowledge with other experienced Guiders.**

Please **RSVP** to: [Joanne.millette@gmail.com](mailto:Joanne.millette@gmail.com) by Thursday, November 11th.

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# Who wants to be a SuperHero!

Girls For a Safer Community is a project aimed at Pathfinders and Rangers. Get the tools you need to make a difference in your community. Pathfinders and Rangers get the training they need to lead safety audit walks with units and the community. This training also gives you leadership skills that will help you with the audit walk. Safety is a part of all unit Programs.

Join Safety Ranger in your quest for safety!

Join forces to make a change in your community!

For more information, email Marguerite and Amber at [gpsc\\_quebec@hotmail.com](mailto:gpsc_quebec@hotmail.com).

# Soyez un Super Héro!

Les Filles pour une communauté plus sécuritaire est un projet pour les Pathfinders et Rangers. Recevez les outils nécessaires pour faire une différence dans la communauté. Les Pathfinders et Rangers peuvent recevoir la formation nécessaire pour effectuer des vérifications de sécurité avec les unités et la communauté. Cette formation vous donne aussi les outils de leadership qui vous aideront avec les vérifications de sécurité. La sécurité fait partie de tout les programmes des unités.

Soyez un super héros de la sécurité !

Joignez vos forces pour faire une différence dans votre communauté !

Pour plus d'information, envoyez à Marguerite et Amber au [gpsc\\_quebec@hotmail.com](mailto:gpsc_quebec@hotmail.com).

## Tip of the Hat

Charyl Hyndman, District Commissioner of Valois-Dorval sent a Tip of the Hat to Vicky Lesiak & Margaret Marak for their time, energy and dedication to Girl Guides. These two young ladies volunteered a week of their time to run back and forth to the Wa-thik-ane Provincial summer camp so we could have lifeguards at waterfront. Although Vicky & Margaret already had lifeguarding jobs, they did their shifts in Montreal and then drove up to camp every day (an hour away) to ensure the girls didn't miss out on waterfront activities. They then stayed the night, helping out in various capacities and then they would get up at 5am so they could drive back to Montreal to do their respective lifeguard shifts. I know I speak on behalf of some very happy campers when I say, "Thank you girls, your dedication to Guiding is awesome!"

Lakeshore District sent a Tip of the Hat to Carmelle Goldberg of the 2nd Baie D'Urfe Brownies. This summer Carmelle, on her own, set up a guiding registration booth at the Senneville Pool "Movie / Sleepover" event. She organized a craft and scavenger hunt. When the event was over, Carmelle had 10 new spark/brownie registrations!!! You go girl!!!!

Valois-Dorval District also sent a Tip of the Hat to Heather Martin for all of her hard work organizing and administrating the Provincial summer week camp at Wa-thik-ane this past August. We appreciate her dedication to camping and the experience and the time she put into the planning. Holli and Charyl would particularly like to thank her for her support, patience and understanding of their lack of experience and tell her how much they learned from her.

Charyl Hyndman from Valois-Dorval District also sent a Tip of the Hat to Jessica Reid for her enthusiasm, energy & dedication to Guiding. She took a group of Pathfinders to GM this summer and took excellent care of them. She organized and attended every fundraiser and took care of every detail. I know when I speak for my own daughter, she had an AWESOME time and she will have memories to last a lifetime. This is all because of Jessica. She is an inspiring young woman and an excellent role model for our girls. We are proud to have you in our district.

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**Mint cookie sales** are still going on. Keep up the hard work!

If you have any success stories send them in and we will put them in the Piccolo.

Do not forget to keep track of the numbers the girls are selling (**number of CASES not boxes**) to send them into National when the time arrives.

Shannon is still accepting numbers of boxes sold for the Québec rectangle flashes.

Here is a comment from a district who sold cookies at Sears:

"Here are some pictures that I took of Liesse District selling cookies at Sears Place Vertu in Saint-Laurent, Quebec- Tracey Brennan"

Do not forget to look on the National site for many useful tips and hints for cookie selling.

The cookie rising program badges are there as well.





### The Sale of the Provincial Office

The Provincial Council would like to advise one and all that our office building at 1939 de Maisonneuve has been sold. We should be moving to new premises as of April 2011. There will be a lot of packing, sorting and cleaning beginning immediately. A new location is yet to be determined.

### OUR FUTURE YOUR OPPORTUNITY TO BECOME QUÉBEC'S NEXT PC

As most of you are aware, Joanne Millette's three-year term as PC will come to an end at the Annual General Meeting of GGC-Québec Council on May 5, 2011. I realize that Joanne's shoes will be hard to fill, but I also know that we have many enthusiastic, dedicated and dynamic Guiders who could provide leadership in the design and implementation of the provincial Operational Plans that support the Strategic Plan of Girl Guides of Canada-Guides du Canada. In your role on the Provincial Committee of the Board of Directors, you will have input into decisions that support the implementation of policies and programs at the National level of the organization.

You will have the opportunity:

- To implement the work of the Province, preside at Council, encourage and support the Council, be a member of the Provincial Committee – a committee of the Board of Directors – advise on issues, champion decisions, provide key messages and solicit consultation as needed.
- To provide support at all levels of Guiding throughout the province and to support provincial advisers in their work with National Networks.
- To promote Guiding through public speaking, media relations and external networking.
- To create and maintain a positive climate within all relationships and for effective operations.
- To vote in the Board of Directors elections.
- To work in collaboration with the provincial staff to administer Guiding in the province within the policies of the organization.
- To work closely with the Deputy Chief Commissioner – Provincial.
- For personal growth, to enhance your existing skills and develop new ones.

We are looking for applicants who possess the following:

- Experience in, knowledge of and a passion for Girl Guides of Canada-Guides du Canada.
- Ability to see and appreciate the issues in context of the nation-wide picture.
- Effective and proven leadership skills.
- Appreciation and understanding of risk management and experience with conflict resolution.
- Commitment to maintaining a positive image of the organization.
- Ability to chair meetings and solicit views, opinions and advice.
- An aptitude for thinking critically, methodically, analytically and procedurally and ability to make decisions.
- Ability to work with a team and independently.
- Initiative.
- Excellent communication and organization skills.
- Strong oral, written and comprehension skills.
- Computer skills – E-mail, sending and receiving attachments, Windows and common Microsoft applications.
- Ability to communicate effectively via teleconference and E-mail.

Deadline for completed applications: **November 30, 2010**

If you have any questions or would like to receive the position description and application form, please email: Anita Scott at [frank.scott2@sympatico.ca](mailto:frank.scott2@sympatico.ca)



Girl Guides  
of Canada  
Guides  
du Canada

**Girl Guides of Canada - Guides du Canada**  
**Coordinator, Quebec Provincial Membership Growth**  
**2 Year Contract Position**

**Girl Guides of Canada-Guides du Canada (GGC) is a leading organization for girls facilitating personal development and leadership. Through challenging and stimulating opportunities, we provide experiential learning for girls and young women to help them develop to their full potential.**

The Membership Growth (MG) department develops strategies and plans to bring more girl and adult Members into the organization. The department supports provincial councils to develop, implement and evaluate membership growth initiatives through research, recommendations, and resources.

In the building of this new department at GGC, we are currently seeking an enthusiastic Coordinator, Provincial Membership Growth for the province of Quebec who will, with the other members of the MG team, ensure effective community engagement and outreach, especially within Quebec's Francophone community and more fully developing other communities within Quebec.

**Major Responsibilities**

- Provide Membership growth support to the GGC Units in Quebec
- Coordinate the community engagement work of the various Guiding jurisdictions in Quebec
- Develop community engagement and outreach plans and strategies that will ensure community ownership and document best practices and lessons related to successful implementation of community engagement/outreach activities
- Establish and maintain strong partnerships with all stakeholders involved in the planning, implementation and monitoring of the engagement/outreach activities
- Develop an implementation and monitoring framework for community engagement/outreach activities as an integral part of the Membership Growth Strategy
- Collaborate with GGC Administrative Communities throughout Quebec to establish a feasible and supportive mechanism of membership growth through the community engagement/outreach approach
- In collaboration with community partners, develop a standardized system for training, supervising and monitoring of community engagement activities
- In collaboration with community partners and GGC Units conduct periodic visits to community centres, community level activities and other outreach events
- Evaluate the effectiveness of current and future GGC programs against community programming requirements
- Provide technical input regarding key MG messages to strengthen and improve community engagement/outreach
- Provide public education and consultation to community organizations, groups or individuals regarding GGC and the benefits of Guiding
- Represent GGC at community events and functions

**Qualifications and Attributes Required**

- Degree/Diploma in a related area
- Fluent in French and English, written and spoken
- Specialization in a particular function area or service related to community engagement and or capacity development
- Experience with/knowledge of a variety of creative engagement and outreach methods
- Excelling interpersonal skills with a customer service orientation, tact and diplomacy
- Excellent writing and proofreading skills, Strong communication, organizational and problem-solving skills
- Proven proficiency in MS Office: Word, Excel and PowerPoint, Internet and e-mail communication and database management software
- Strong proactive work style with a deadline-oriented focus
- Strong ability to work independently and on a team, manage and prioritize multiple projects simultaneously; be flexible and detail-oriented
- Assets: Experience with or skills in: facilitating and influencing; Community capacity development; Community educations; Advocacy and conflict mediation; Partnership and coalition building; Gathering and managing volunteers; Social Marketing; Program Planning

Submit resume and salary requirements by to: Director of Operations, GGC Quebec Council Girl Guides of Canada – Guides du Canada - Quebec Council 1939 de Maisonneuve Ouest., Montreal H3H 1K3 E-Mail:

[guides-quebec.manager@bellnet.ca](mailto:guides-quebec.manager@bellnet.ca)

**We thank all candidates for their interest. Only those selected for an interview will be contacted.**





Girl Guides  
of Canada  
Guides  
du Canada

Girl Guides of Canada – Guides du Canada  
Coordonnatrice – Croissance des adhésions pour le Québec  
Poste contractuel d'une durée de deux ans

**Les Girl Guides of Canada – Guides du Canada (GGC) sont un organisme avant-gardiste voué à promouvoir le développement personnel et le leadership des filles. Nous offrons aux filles et aux jeunes femmes des possibilités captivantes et stimulantes d'apprendre par l'expérience et de développer pleinement leur potentiel.**

Le service Croissance des adhésions (CA) élabore des stratégies et des plans en vue d'accroître le nombre de membres, filles et adultes, au sein de l'organisme. Le service aide les conseils provinciaux à concevoir, à mettre en œuvre et à évaluer les initiatives visant à accroître les adhésions, en effectuant des recherches, en formulant des recommandations et en offrant des ressources.

Afin de bâtir ce nouveau service des GGC, nous sommes à la recherche d'une personne enthousiaste pour combler le poste de coordonnatrice – Croissance des adhésions pour le Québec. Cette personne, en collaboration avec les autres membres de l'équipe CA, assurera l'efficacité des initiatives de sensibilisation et d'approche de la collectivité, particulièrement au sein de la communauté francophone du Québec ainsi que dans d'autres communautés du Québec, en vue d'accroître les adhésions.

#### **Responsabilités principales**

- Fournir le soutien relativement à l'accroissement des adhésions aux unités des GGC au Québec.
- Coordonner le travail de sensibilisation dans les diverses juridictions guides au Québec.
- Élaborer des plans et des stratégies de sensibilisation et d'approche de la collectivité qui assureront l'appartenance à la collectivité et documenter les meilleures pratiques et leçons liées à la mise en œuvre d'activités de sensibilisation et d'approche de la collectivité fructueuses.
- Établir et maintenir des partenariats solides avec toutes les parties intéressées participant à la planification, à la mise en œuvre et au suivi des activités de sensibilisation et d'approche de la collectivité.
- Élaborer un cadre de travail pour la mise en œuvre et le suivi des activités de sensibilisation et d'approche de la collectivité qui fasse partie intégrante de la stratégie d'accroissement des adhésions.
- Collaborer avec les collectivités administratives des GGC de l'ensemble du Québec afin d'établir un mécanisme réalisable et soutenant pour accroître les adhésions par la sensibilisation et l'approche de la collectivité.
- En collaboration avec les partenaires de la collectivité, créer un système standardisé pour assurer la formation, la supervision et le suivi ayant trait aux activités de sensibilisation et d'approche de la collectivité.
- En collaboration avec les partenaires de la collectivité et les unités des GGC, visiter périodiquement les centres communautaires et participer aux activités et autres événements de sensibilisation à l'échelle de la collectivité.
- Évaluer l'efficacité des programmes actuels et futurs des GGC par rapport aux besoins de la collectivité en matière de programmation.
- Fournir des données techniques sur l'accroissement des adhésions afin de renforcer et d'améliorer la sensibilisation et l'approche de la collectivité.
- Assurer l'information du public et fournir des conseils aux organismes ou groupes communautaires et aux individus sur les GGC et les avantages du guidisme.
- Représenter les GGC lors des activités et événements tenus dans la collectivité.

#### **Qualifications et qualités requises**

- Grade ou diplôme dans un domaine connexe
- Maîtrise du français et de l'anglais, écrits et parlés
- Spécialisation dans un domaine fonctionnel ou service lié à la sensibilisation ou au développement des capacités dans la collectivité
- Expérience ou connaissance de diverses méthodes originales de sensibilisation et d'approche de la collectivité
- Excellentes habiletés en communications interpersonnelles, tact et diplomatie
- Excellentes habiletés en rédaction et lecture d'épreuves, Solides habiletés de communication, d'organisation et de résolution de problèmes
- Compétence prouvée dans l'utilisation de MS Office : Word, Excel et PowerPoint, d'Internet et des communications par courriel ainsi que des logiciels de gestion de bases de données
- Mode de travail proactif et axé sur le respect des échéances
- Forte capacité de travailler de façon autonome et en équipe, et de gérer et de prioriser de multiples projets simultanément, souplesse et attention aux détails
- Atouts : Expérience ou compétences dans les domaines suivants : facilitation et influence; développement des capacités de la collectivité; information de la collectivité; défense des droits et médiation; formation de partenariats et de coalitions; recrutement et gestion de bénévoles; marketing social; planification de programmes

Veillez soumettre votre curriculum vitae et vos demandes salariales à Directrice, Conseil du Québec des GGC  
Conseil du Québec, Girl Guides of Canada – Guides du Canada, 1939, boul. de Maisonneuve Ouest, Montréal, H3H 1K3  
Courriel : [guides-quebec.manager@bellnet.ca](mailto:guides-quebec.manager@bellnet.ca)

**Nous remercions toutes les candidates de leur intérêt. Nous communiquerons uniquement avec les candidates sélectionnées pour une entrevue.**

# Girl Guides help displaced families in Pakistan

The devastation caused by heavy rain and flooding in most of Pakistan has killed more than a thousand people and left six million people in need of immediate assistance. More than 20 million people are affected by the disaster. Thousands of homes, schools and hospitals have been swept away and crops have been lost. The UN World Food Program is battling to reach the flood victims working against bad weather conditions and a devastated infrastructure.

The [Pakistan Girl Guides Association](#) (PGGA) is currently providing food in the relief camps and coordinating services with the District Coordination Officers. They are also setting up a fund to help affected people, as well as implementing a community project; "Apna Ghar banao" (Build your own home).

It's horrifying to see that entire villages have vanished due to the recent flooding in many parts of Pakistan. It will take time for displaced families to rebuild their homes and their lives. Girl Guides in Pakistan have a strong tradition of helping in a crisis and are again assisting their communities through the launch of a fundraising campaign and community work.

**Zahara Mavani, World Board member from Pakistan**

## What can you do

There are several ways Member Organizations, Girl Guides and Girl Scouts around the world can show support and compassion for their sister Guides in Pakistan and the Pakistan people generally.

1. Contribute to the Pakistan Relief Cell account, the details of which are listed below:

**Bank and Branch :** Habib Bank Ltd. Industrial Area Branch, Sector I-9, Islamabad.

**Name of the Account :** Pakistan Girl Guides Association, Relief Cell Account

**Account No :** 02960023522903

**Swift Code:** HABBGB 2L

2. Write your messages of support in the comments section below so that Pakistan Girl Guides can receive your well wishes

As the World Association of Girl Guides and Girl Scouts is not an expert disaster relief agency or disaster fund co-ordinator, we are not setting up a special fund for Pakistan. We believe your contributions will be more effectively managed and distributed by the Pakistani Girl Guides and expert disaster agencies.

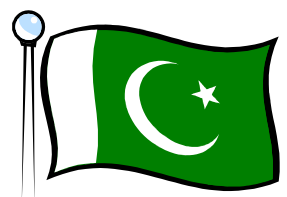
## Tradition of service

Pakistan Girl Guides have always been active helping their communities in emergency situations. Last May, Pakistan Girl Guides Relief and Rehabilitation cell took emergency measures to **help refugees in Swat and Buner**. Members of the Association visited camps to explore the needs of the refugees and also got in touch with other organizations to extend relief to displaced people. The staff of Pakistan Girl Guides Association also contributed one day's salary.

In July 2010, the members of PGGA distributed family packs to flood victims, which include food items, clothes, toiletries, bedding and utensils in three districts. In addition to giving immediate relief, they have also set up educational and recreational activities for children to help them recover from the trauma.

The PGGA has also been working on a '**Skill Development Program**' for the women at a work centre where women are supported to obtain work and earn money. Those who have learned cutting and sewing are being provided a sewing machine and related equipment to earn a livelihood within their homes.

The rehabilitation programme also included health, hygiene, environment, education and awareness campaigns, with 1,265 people have so far benefiting from the project.



### **Part Time Office Help Required**

Qualifications: Must have experience in an office setting, be conversationally bilingual and have a pleasant phone manner.

Responsibilities: Will include, answering the phone, sorting, shredding and filing documents, packing boxes and helping out with the day to day tasks at the Provincial office.

This position will be on a 6 month contract basis. Salary and scheduling to be discussed. Interested parties should submit their CV by fax or e-mail to:

Director of Operations at: [guides-quebec.manager@bellnet.ca](mailto:guides-quebec.manager@bellnet.ca) / or fax to: 514-933-7591.

We thank all candidates for their interest and only those selected for an interview will be contacted.

### **PROVINCIAL-LEVEL POSITIONS AVAILABLE**

Wouldn't it be great to start our Guiding year with all provincial-level positions filled! This is our aim, so please consider or reconsider applying for any of the following positions:

Public Relations Adviser, Cookie Adviser, Ranger Specialist, Link Specialist, PR Team Member, Membership Growth Team Member or a Member of the Wa-Thik-Ane Property Committee.

For information, position descriptions and application forms for any of these positions, please contact Anita Scott at: [frank.scott2@sympatico.ca](mailto:frank.scott2@sympatico.ca)