



Thank you for considering being a member of the Girl Scouts of New Mexico Trails Board of Directors. Attached are several items to help you understand Girl Scouts and your role and responsibilities as a member of the Board of Directors. Information concerning the organization, expected commitments, criteria for consideration and the nomination process as well as the application is presented in the following pages.

We hope this information is helpful to you as you consider making a commitment to the Girl Scout organization by serving on the board of directors. We appreciate your providing answers on the application form so we may evaluate all potential candidates and provide for a balanced board with varied talents, skills, and abilities.

## The National Girl Scout Movement

Throughout New Mexico, Girl Scouts reflect the richness in diversity that we celebrate as a state. Girl Scouts join together to discover the fun, build friendships, and share in the power of girls learning and leading together. Through a myriad of enriching experiences, girls travel to learning destinations, learn how to start their own business, explore new activities, participate in community service projects and visit and learn how to be good environmental stewards. Through Girl Scouts, girls grow courageous and strong, strive to develop their full individual potential; relate to others with increasing understanding, skill, and respect; develop values to guide their actions and provide the foundation for sound decision-making; and contribute to the improvement of society through their abilities, leadership skills, and cooperation with others.

The new Girl Scout experience revolves around three keys to leadership: *Discover, Connect, and Take Action.*

*Discover:* Girls understand themselves and their values and use their knowledge and skills to explore the world.

*Connect:* Girls care about, inspire, and team with others locally and globally.

*Take Action:* Girls act to make the world a better place.

**In Girl Scouting: Discover + Connect + Take Action = Leadership**

# The Girl Scouts of New Mexico Trails

Founded in 1912, Girl Scouts has become the premier girl leadership development organization worldwide. With this growth and development have come many organizational changes. In November 2007, the Girl Scouts of Chaparral council and Girl Scouts of Sangre de Cristo council merged to form the Girl Scouts of New Mexico Trails. This merger took place as a part of the nationwide realignment of Girl Scouts Councils moving from 312 to 112 Councils across the U.S.A. This provides for stronger councils with more effective use of resources, minimizes duplication and better serves our local communities across the nation. This merger allows for an increased capacity to deliver a superior Girl Scout Leadership Experience for even more girls throughout New Mexico. Currently we serve 23 of the 33 counties across New Mexico.

Our council also boasts two resident camps. Rancho del Chaparral is located in the Jemez Mountains and Camp Elliott Barker is located in Angel Fire. Between both camps, the council owns 1800 acres of beautiful New Mexico property. In the summer and during a short winter season, there is something for every girl and every interest. Girls can participate in several activities, from EcoSpas where they will learn to pamper themselves while camping, learning yoga in the fresh air and making eco friendly bath salts and lip balms, to Spy training class where girls can learn the art of code breaking and surveillance techniques. The girls will also have the opportunity to take a llama trek, go kayaking, or join in a trail ride on horseback to pan for gold.

Through direct and indirect programming, GSNMT offers girls valuable life skills and opportunities. While outdoor programming is a large part of the New Mexico Girl Scouting experience, we are also fortunate to have partnerships that have contributed to our four key initiatives. Each of these initiatives are designed to address gaps and/or obstacles our New Mexico Girl Scouts are facing.

- [Entrepreneurship](#) — As entrepreneurs girls gain essential life skills and work as a team to accomplish common goals and solve problems, while building the confidence they need to shine as girls, as young women, and as future leaders.
- [Life Skills](#) — Whether it's by exercising and staying healthy, developing strong relationships with family and peers, advocating on behalf of others, protecting our environment, or exploring careers that can truly change the world for the better, girls gain the skills and the inspiration to accept challenges, overcome obstacles, and take the lead.
- [Outdoor Programming](#) — From the backyard to the backcountry, Girl Scouts has a long, storied, and successful history of getting girls outdoors. Studies show that girls today are not spending nearly enough time outdoors. Technology and structured activities leave less time for girls to get outside and enjoy nature. But as a Girl Scout, girls have plenty of opportunities to create outdoor adventures and develop a lifelong appreciation for nature and the out-of-doors—whether with her troop, at camp, or with friends and family.

- **STEM** — Our STEM initiative is designed to encourage girls to investigate science ideas and topics, while connecting them with professionals in the field. By delivering programming with engaging and fun STEM activities, we hope to provide girls with a unique experience that will fuel their passion for learning and set them on a path to a career in science.

Cookie and Magazines/Nut Sales along with community service projects are also large and important parts of the overall Girl Scout experience. Through these product sales, our members learn an entrepreneurial and financial responsibility skill-set that helps them set goals and learn how to achieve them. Through community service project involvement our girls learn that the giving of oneself can make their community a better place.

## Board of Directors Functions

### Responsibility and Authority

The corporate board of directors is a fiduciary body responsible for governance of the council and stewardship of its assets. It is the only council body empowered to institute or change council policies, although it normally seeks membership input when doing so. The board is accountable to those bodies from which it derives its authority: the membership, the National Board of Girl Scouts of the USA, state and local government, and the federal government. The board utilizes the council bylaws and the council articles of incorporation as a legal framework that guides their work.

### Key Board Functions

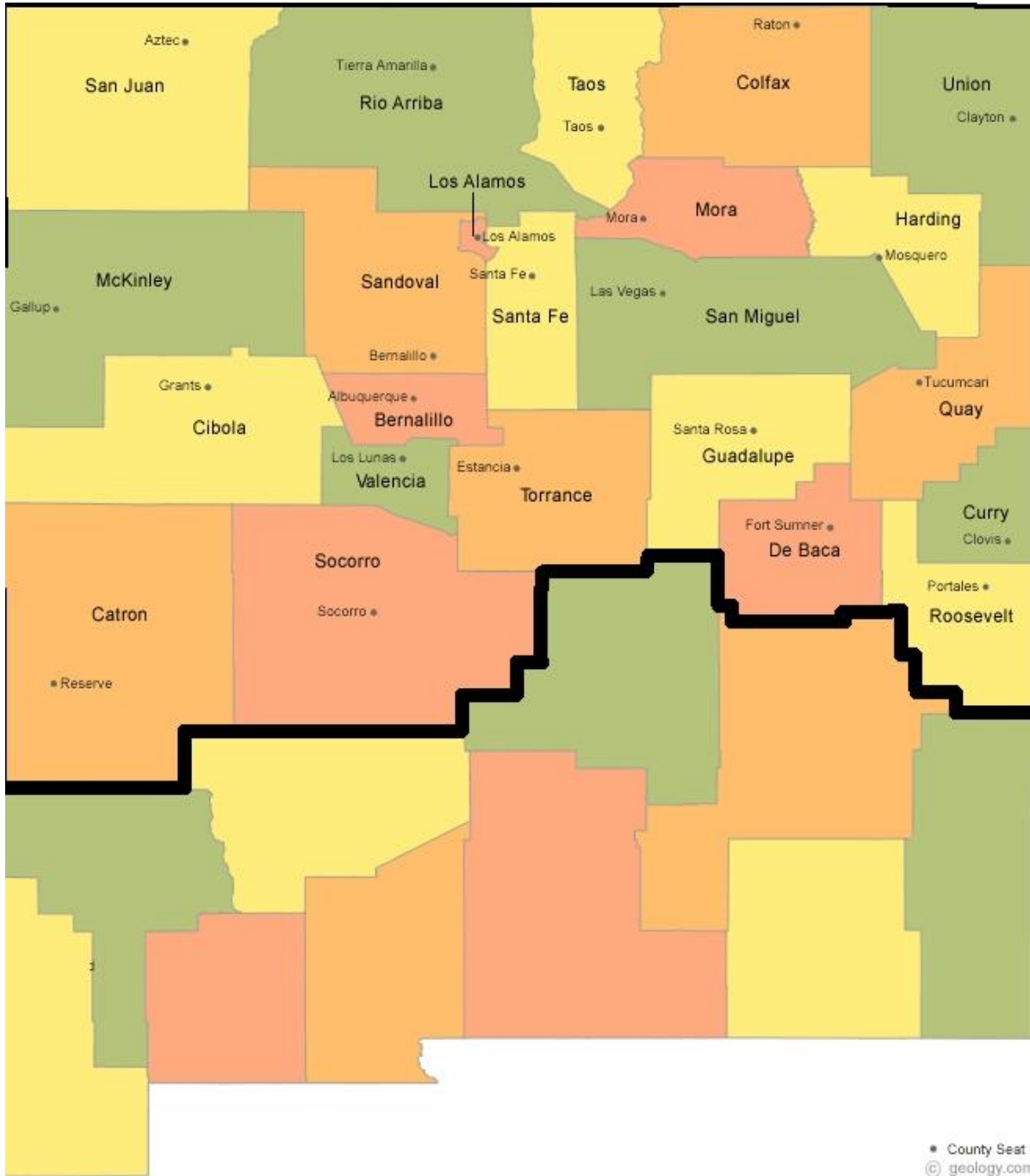
The Board of Directors of the Girl Scouts of New Mexico Trails is a **strategic** board. The board is mission driven and future focused. The board partners with the CEO by aligning goals and priorities and defining successful achievement of those goals and priorities. The board focuses on fund development and assuring that the council has the resources it needs to achieve the goals and priorities set by the Board of Directors.

The Board of Directors of the Girl Scouts of New Mexico Trails engages in **policy development and oversight**. The board is the steward of all assets of the council and has a fiduciary responsibility for oversight of council assets. The board operates with legal and ethical integrity and places the interest of the council, as a whole, above personal interests. The board links strategy with financial support and ensures infrastructure and internal organizational capacity can support goals and priorities.

The Board of Directors of the Girls Scouts of New Mexico Trails is **knowledgeable and brings a wealth of knowledge to the organization**. Within a culture of mutual respect, the board utilizes gathers relevant data, uses reflective learning through robust dialogue, debate, and the questioning of assumptions to make quality decisions.

The Board of Directors of the Girl Scouts of New Mexico Trails promotes a **culture of trust** within the community that promotes trust and transparency with donors, constituents, and members, provides opportunities for members to give voice, and seeks input before major policy decisions are made.

## Our Jurisdiction



# BOARD COMMITTEES

## FINANCE COMMITTEE

- PROVIDES FINANCIAL OVERSIGHT
- REVIEWS FINANCIAL GOALS
- BUDGET REVIEW
- ENSURES EFFECTIVE POLICES IN PLACE

## FUND DEVELOPMENT COMMITTEE

- ENSURES FUNDING STRATEGIES ARE IN PLACE
- ASSIST IN SECURING CONTRIBUTIONS
- APPROVE DEVELOPMENT PLAN AND POLICIES
- IDENTIFY KEY PROSPECTS FOR POTENTIAL CONTRIBUTIONS

## AWARDS AND RECOGNITIONS

- CHARGED WITH JUDGING NOMINEES FOR COUNCIL AWARDS AND RECOGNITIONS

## Property Committee

- WORK WITH DESIGNATED ARCHITECTURAL FIRM TO DEVELOP MASTER PLAN FOR ALL PROPERTIES

## AUDIT AND RISK COMMITTEE

- DIRECT LINE OF COMMUNICATION BETWEEN BOARD AND AUDITOR
- MAKES RECOMMENDATIONS RELATED TO AUDIT AND RISK MANAGEMENT
- A MINIMUM OF 3 ARE INDEPENDENT MEMBERS
- MONITORS RISK RELATED TO SAFETY, SECURITY, GOVERNANCE/LEGAL, HUMAN RESOURCES, FACILITIES AND PROPERTY AND INFORMATION TECHNOLOGY

## EXECUTIVE COMMITTEE

- THE EXECUTIVE COMMITTEE SHALL EXERCISE THE AUTHORITY OF THE BOARD BETWEEN MEETINGS OF THE BOARD
- THE BOARD SHALL CONSIDER FOR RATIFICATION ALL ACTIONS APPROVED OR TAKEN BY THE EXECUTIVE COMMITTEE, AS IT DEEMS NECESSARY

## GOLD AWARD SCHOLARSHIP COMMITTEE OF THE GOLD AWARD ALLIANCE

- REVIEWS AND RECOMMENDS SCHOLARSHIPS FOR THE GOLD AWARD RECIPIENTS AND HAS A BOARD MEMBER LIAISON SERVING ON THE COMMITTEE

## BOARD DEVELOPMENT COMMITTEE (ELECTED COMMITTEE)

- IDENTIFY NOMINEES FOR BOARD OF DIRECTORS AND BOARD DEVELOPMENT COMMITTEE
- PREPARE SLATE OF NOMINEES FOR APPROVAL BY THE BOARD OF DIRECTORS AND FOR ELECTION BY THE COUNSEL AT THE ANNUAL MEETING.

## Expectations and Time Commitment for Board Members

1. Register as a member of Girl Scouts of the USA
2. Be committed to the success of girls and the Girl Scout Mission
3. Prepare for BOD meetings by reading financial statements, minutes, and reports.
4. Attend and participate in all board meetings and the Annual Meeting. Generally there are five meetings per year lasting an average of four hours per meeting.
5. Make annual personal charitable contributions to the Council and to the Capital Campaign council in accordance with your ability to give.
6. Participate in fund development special events.
7. Participate in the work of at least two committees or task groups. Hours of commitment depend on the committee or task group.
8. Be able to attend board meetings at different locations across the jurisdiction.
9. Notify the appropriate individual when unable to attend a meeting or task group.
10. Participate in fund development special events.
11. Represent the organization in the community.
12. Use individual expertise as needed/requested.
13. Share community contacts for fund development or other needs.
14. Support the CEO in carrying out their management responsibilities.
15. Avoid conflict of interest situations while on the board.

**NOTE:** Current Troop leaders, assistant troop leaders or Service Unit Managers are not eligible to serve on the Board of Directors.

**Candidate Application Form - PAGE 1**  
**Personal Information**

NAME \_\_\_\_\_ EMAIL \_\_\_\_\_

PHONE: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (CELL) \_\_\_\_\_ (FAX) \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

Do you have any children currently active in a Girl Scout troop/or a Juliette? ( ) YES ( ) NO

**PLEASE ATTACH A RESUME TO YOUR APPLICATION**

Please list any board of directors you are currently serving on or have previously served on, including Girl Scouts. Please note the length of your appointment(s) and if the organization was for profit or not for profit. If you were active on a Girl Scout board please indicate the council name.

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Describe your experience in other community-based organizations, including service on boards or advisory committees.

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Describe any background or connection you have had with the Girl Scout organization.

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Describe the qualities you wish to share and the contributions you can make if elected to the Board of Directors. Attach additional pages as needed.

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**CANDIDATE APPLICATION FORM - PAGE 2**

Describe why you are interested in serving on the GSNMT Board of Directors. Attach additional pages as needed

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Describe your experience in fund raising for non-profits or other organizations.

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**STATEMENT OF APPLICANT**

I have read the job description of the Board of Directors for Girl Scouts of New Mexico Trails. I understand the expectations for this position. If selected, I will fulfill those expectations to the best of my ability.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**DISCLOSURE:**

Potential candidates must consent to undergoing a criminal background check prior to serving on the Board Development Committee or on the Board of Directors. This background check will be provided at no cost to the candidate. Candidates may not serve on the board development committee or the board of directors if they have been convicted of a felony or been convicted of a crime that puts the reputation of the council or the safety of our members in jeopardy.

**PLEASE LIST THREE REFERENCES:**

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ TELEPHONE NUMBER: \_\_\_\_\_

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ TELEPHONE NUMBER: \_\_\_\_\_

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ TELEPHONE NUMBER: \_\_\_\_\_



Thank you for taking the time to complete this application. You will be contacted by a member of the Board Development Committee to schedule an interview and/or advise you of the status of your application.

Please return completed applications to:

**Girl Scouts of New Mexico Trails Council**

Attn: Peggy Sanchez Mills

4000 Jefferson PL NE

Albuquerque, NM 87109

Email at: [psanchezmills@nmgirlscouts.org](mailto:psanchezmills@nmgirlscouts.org)