



### **Attention Girl Scouts 15 years of age or older**

Do you want to be part of making decisions for Girl Scouts of New Mexico Trails? Do you want to share your opinion on issues important to you? Do you want to be an advocate for all Girl Scouts?

If your answers are “YES!” then we have a great opportunity for you!

Our current bylaws allow two older Girl Scout representatives to be nominated and serve on the Girl Scouts of New Mexico Trails Board of Directors. Girls elected will participate with equal voice in the discussion and debate during board of director’s meetings.

*Our girl member’s opinions are important.  
We want to hear what you have to say.*

Being a girl member of the board of directors will allow you to:

- Interact with an adult board member(s) in a mentoring relationship
- help you to build your leadership skills to a new level
- look great on your college application

The Board Development Committee is currently seeking an additional (one) Girl member to join the Board of Directors. So what are you waiting for! Read the packet of materials which is posted on the GSNMT website. If it looks good to you, then GO FOR IT!

#### **Act now!**

The application must be filled out completely, and you will need to send in two letters of reference, one from an adult who knows you (e.g., teacher, pastor, but not a relative) and one from your troop leader, assistant troop leader or service unit manager. Coming to the board meetings is important, so read the requirement on attendance carefully. Complete application and letter of reference form are available below.

**We must receive your application and letters of reference by September 30, 2020 for you to be considered by the Board Development Committee for appointment.**

**Board Development Committee  
Girl Scouts of New Mexico Trails Council**

# Council Board 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 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 generative**. Within a culture of mutual respect, the board utilizes and 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.

**POSITION TITLE:** Girl Member of the Board of Directors

**ELECTED BY:** New Mexico Trails Council

**TERM OF OFFICE:** Two (2) years. Term begins upon appointment at the annual meeting in November and ends in November two years later.

**ACCOUNTABLE TO:** Girl Scouts New Mexico Trails

**MAINTAINS CONTACT WITH:** Board Chair, CEO and other board members.

**AREAS OF RESPONSIBILITY:**

**GIRL MEMBER'S PRINCIPAL DUTIES**

1. Accept the basic beliefs and principles that support the organization and maintain current membership registration with Girl Scouts of the USA.
2. Attend orientation and training events provided for board members
3. 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. If you miss meetings, you can be voted off of the Board of Directors.
4. Participate in the work of at least one committee or task group. Hours of commitment depend on the committee or task group.
5. Be able to attend board meetings at different locations across the jurisdiction.
6. Notify the appropriate individual when unable to attend a meeting or task group.
7. Be well prepared and read material in board mailings prior to meetings. Actively participate in discussions and debates at board meetings. Publicly support decisions of the board, regardless of one's personal point of view. Understand parliamentary procedure. Maintain confidentiality.
8. Support the development of the council's financial resources by being a spokesperson on behalf of Girl Scouting and encouraging adults to make thoughtful financial contributions.

**Girl Scouts of New Mexico Trails Council**  
**APPLICATION FORM**  
**Girl Member Appointee of the Board of Directors**

Name:	Phone:
Address:	E-mail:
Number of Years in Girl Scouts:	Name of School:
Current Grade:	DOB:

**A. BACKGROUND** (Answer each question; use extra sheets if needed)

1. Give a brief description of your Girl Scout career. (Include major awards, older girl activities, etc.)

2. What leadership experiences have you had? (Include Girl Scouts, school, church, community, clubs, and camp)

3. What does Girl Scouting mean to you?

4. Why do you wish to serve as a Girl Member of the Board of Directors?

5. What do you see as your role on the Board of Directors?

**B. INFORMATION**

Girls must be 15 years of age or older to apply for this position. Girl Members of the Board of Directors are usually elected at the November board meeting and serve for a term of two years. Attendance at board meetings is expected. The meetings are held quarterly and take place from 10 a.m. to 2:00 p.m. on a Saturday. Teleconferencing is available. Attendance at the annual meeting in November is also required.

**C. REFERENCES**

Please have the form for a letter of reference (below) completed by someone who is familiar with your Girl Scout and/or other leadership activities as well as a letter of reference from your Troop Leader, Assistant Troop Leader, or Service Unit Manager. *Letters of reference from relatives will not be accepted.*

Reference person’s name:

Address:

Telephone:

**D. STATEMENTS**

STATEMENT OF PARENT/GUARDIAN

I understand that my daughter wishes to be considered for the position of Girl Member of the Board of Directors for Girl Scouts of New Mexico Trails. I understand that family support will be critical to my daughter’s ability to fulfill her duties as a member of the Board of Directors and I am willing to support her in these duties.

Signature of Parent/Guardian\_\_\_\_\_

Date\_\_\_\_\_

STATEMENT OF APPLICANT

I have read the job description of Girl Member 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\_\_\_\_\_

**E. SUBMISSION OF MATERIALS (It is suggested that you keep a copy for your records)**

PLEASE RETURN THIS APPLICATION TO THE CEO AT THE ADDRESS BELOW.

Girl Scouts of New Mexico Trails Council

Attn: Rebecca Latham, CEO

4000 Jefferson PLAZA NE

Albuquerque, NM 87109

customer@nmgirlscouts.org

**Member of the Board of Directors (Girl)**  
**LETTER OF REFERENCE FORM**

Girl Nominee:

Reference's Name:

Reference's Address:

Reference's Telephone #

Email:

As a member of the Board of Directors, young women are expected to attend board member training and the Board meetings, interact with adult board members, become familiar with background information sent to them and come prepared to participate in meetings. Sometimes there are also opportunities to represent the council at local events.

1. In what capacity and how long have you known the nominee?
  
  
  
  
  
  
  
  
  
  
2. Please explain why you believe this nominee would be a good Member of the Board of Directors.
  
  
  
  
  
  
  
  
  
  
3. What do you consider this nominee's outstanding qualities?
  
  
  
  
  
  
  
  
  
  
4. Is there anything else you would like us to know about this nominee that is related to her ability to fulfill the responsibility of this job?

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

PLEASE RETURN THIS LETTER OF REFERENCE TO THE COUNCIL AT THE ADDRESS BELOW.  
Girl Scouts of New Mexico Trails  
Attn: Rebecca Latham, CEO  
4000 Jefferson PLAZA NE  
Albuquerque, NM 87109  
E-mail: [customercare@nmgirlscouts.org](mailto:customercare@nmgirlscouts.org)