

Service Unit Event Planning with Girls

Girl Scout Leadership Experience Outcomes

By participating in Girl Scouts, girls gain the specific knowledge, skills, attitudes, behaviors and values outlined in the following 15 outcomes. The outcomes are categorized by the three keys to leadership: Discover, Connect and Take Action.

Discover

1. Girls understand themselves and their values and use their knowledge and skills to explore the world.
2. Girls develop a strong sense of self.
3. Girls develop positive values.
4. Girls gain practical life skills.
5. Girls seek challenges in the world.
6. Girls develop critical thinking.

Connect

1. Girls care about, inspire, and team with others locally and globally.
2. Girls develop healthy relationships.
3. Girls promote cooperation and team building.
4. Girls can resolve conflicts.
5. Girls advance diversity in a multicultural world.
6. Girls feel connected to their communities, locally and globally.

Take Action

1. Girls act to make the world a better place.
2. Girls can identify community needs.
3. Girls are resourceful problem solvers.
4. Girls advocate for themselves and others, locally and globally.
5. Girls educate and inspire others to act.
6. Girls feel empowered to make a difference in the world.

Steps to Organizing a Special Event

- Purpose
- Choose Theme
- Choose Site: Reserve Location
 - Reserve Location, date(s)/times(s)
 - Approval
 - Deposit
- Review *Safety Activity Checkpoints*
- Is extra insurance required? (For unregistered adults, siblings, and tag-alongs, trips longer than 72 hours or out of council)
- Budget
- Arrange for alternate location (in case of rain, etc.) and decide on cancellation and refund policy
- Have a copy of the event flyer approved by your membership specialist
- Advertise! (promotional flyer, GSSN Essentials, Website, calendar, newspaper article (if open to public))
- Registration
- Order supplies/patches
- Arrange for food
- First Aid
 1. First Aid Kit (figured into budget)
 2. Paperwork
 3. Bound First Aid Journal
 4. GSSN Accident/Incident Report
 5. Insurance forms and emergency phone numbers
 6. First Aid person(s) with **current** certification
 7. Emergency procedures; nearest hospital and crisis procedures
- Notify proper authorities (if there would be normally a large number of people at the location during the time period of the event; for lock-ins, notify the fire and police departments of your presence.)
- Arrange for public address system
- Arrange for props/tables/flag/signs/etc.
- Create agenda and handouts
- Other required forms (troop travel forms, permission slips, etc.)
- Create evaluations
- Hold event
- Review evaluations
- Recognize key event committee members
- Turn in a completed and updated binder within four weeks of the conclusion of the event
- Turn in all receipts and event financial information to service unit Treasurer