



Volunteer Recognitions and Awards

To all the explorers, trailblazers, changemakers, and stargazers who volunteer with us: thank you. With you, Girl Scouts learn to listen to their hearts, think on their feet, and raise their voices for what they believe in.

When you embrace leadership in all forms and show Girl Scouts what it means to be resilient, they learn to lead on their own terms. Adult Recognitions are our way to show our appreciation to those who work hard to help us successfully fulfill our mission of building young adults of courage, confidence, and character, who make the world a better place. This includes volunteers and staff within Girl Scouting, as well as individuals and organizations outside of Girl Scouting, who provide outstanding service and support to our council members.

You're their hero—and ours too.

Thank you!

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girl scouts 
of the green and
white mountains

Formal Recognitions

Formal recognitions are presented for truly significant service in Girl Scouting. These national GSUSA awards recognize outstanding accomplishments that go well beyond what would be expected for the position held.



The Volunteer of Excellence Award

recognizes volunteers who have performed beyond the expectation of their position and have supported the council's mission delivery goals. It may be presented at service unit meetings or other special events throughout the year. This recognition is approved by service unit team members and the council community support specialist.

To nominate: fill out and submit the [Adult Recognition Nomination Form](#) on GSGWM's website along with one letter of endorsement from someone other than the nominator.



The President's Award

is earned by service unit teams whose exemplary service has resulted in a significant impact toward reaching the council's overall goals. The criteria for this award is established by GSUSA. GSGWM establishes the procedures based on GSUSA's criteria and the council's overall goals, and the award is approved by the Adult Recognition Task Group. Members of the service unit team who earn this award will receive a certificate and the President's Award pin, service unit's name will also be engraved on a plaque and displayed in the corporate office in Bedford, New Hampshire.

To apply: fill out and submit the [President's Award Application Form \(PDF\)](#) no later than November 1 or February 1.

Have questions about the Adult Recognition nomination process? Please contact our Customer Care team at customercare@girlscoutsgwm.org or by calling 888-474-9686



The Appreciation Pin

recognizes volunteers who have performed beyond the expectations of their position and have supported the council's goals in one or more geographic areas. Appreciation Pin nominations are approved by the Adult Recognitions Task Group and the GSGWM board of directors.

To nominate: fill out and submit the [Adult Recognition Nomination Form](#) on GSGWM's website along with two letters of endorsement no later than November 1 or February 1.



The Honor Pin

recognizes volunteers who have performed beyond the expectations of their position and have supported the council's goals in two or more geographic areas. Honor Pin nominations are approved by the Adult Recognitions Task Group and the GSGWM board of directors.

To nominate: fill out and submit the [Adult Recognition Nomination Form](#) on GSGWM's website along with three letters of endorsement no later than November 1 or February 1.



The Thanks Badge

recognizes volunteers whose service has benefited the entire council, and is so significantly above and beyond expectations that no other award would be appropriate. Thanks Badge nominations are approved by the Adult Recognitions Task Group and the GSGWM board of directors.

To nominate: fill out and submit the [Adult Recognition Nomination Form](#) on GSGWM's website along with four letters of endorsement no later than November 1 or February 1.



The Thanks Badge II

recognizes volunteers who have received the Thanks Badge and have continued to provide service to the entire council or to the entire Girl Scout organization. Thanks Badge II nominations are approved by the Adult Recognitions Task Group and the GSGWM board of directors.

To nominate: fill out and submit the [Adult Recognition Nomination Form](#) on GSGWM's website along with four letters of endorsement no later than November 1 or February 1.

GSGWM Recognitions

The following awards are unique to Girl Scouts of the Green and White Mountains and are presented to volunteers who have made significant contributions within our council.



New Found Treasure Award

The New Found Treasure Award recognizes an adult volunteer who is new to Girl Scouting and has provided exemplary volunteer service. This volunteer has made a significant, positive impact on a Girl Scout troop, community, or geographic area, and has gone above and beyond to provide an exceptional Girl Scout experience.

Criteria to qualify for the award are as follows:

- The nominee has been a registered, approved Girl Scout volunteer for no more than two years.
- The nominee has provided outstanding service to either youth or adults while in their Girl Scout volunteer role.

Anyone who has observed or benefited from the service of the nominee may nominate someone for the New Found Treasure Award. This includes youth Girl Scout members, parents, and adult Girl Scout members. The awardee will receive a certificate signed by the GSGWM CEO and membership director.

To nominate: fill out and submit the [Adult Recognition Nomination Form](#) on GSGWM's website along with one letter of endorsement in support of the nomination. This letter must be written by someone other than the nominator. Nominations for this award are accepted at any time of year and there is no deadline.

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Torchbearer's Award

The Torchbearer's Award recognizes adults who have been instrumental in providing outdoor education through Girl Scout training or programming. The Torchbearer's Award began on July 30, 1960, at Tamarack Notch Girl Scout Camp in Rutland, Vermont, and has become a cherished tradition in recognizing adult volunteers that share their passion of the outdoors with council members.

Criteria to qualify for the award are as follows:

- The nominee has been a registered, approved Girl Scout volunteer for no more than two years.
- The nominee has provided outstanding service to either youth or adults while in their Girl Scout volunteer role.

Awardees are presented with a hand-hewn wooden torch at a campfire ceremony at Farnsworth Weekend in September. The type of wood selected for the torch symbolizes the awardee's personality, talents, and dedication to outdoor education. This award is approved by the Torchbearer Committee.

To nominate: fill out and submit the [Torchbearer Award Nomination form \(PDF\)](#) and the [Adult Recognition Nomination Form](#) on GSGWM's website no later than the first Friday in August.

Volunteer of the Month

GSGWM recognizes one outstanding volunteer every month as the Volunteer of the Month. Pulled from a pool of nominations, the volunteer is interviewed and featured in an article posted on our website and social media for their exemplary work in Girl Scouting.

Nominations can be submitted by anyone who has worked with or is familiar with that volunteer and the service they've performed.

To nominate: fill out and submit the Volunteer of the Month nomination form on our website, or email marketing@girlscoutsgwm.org with your nomination. Nominations are accepted at any time of year and there is no deadline.

Informal Recognitions

An informal recognition is another way you might say “thank you” to someone to show appreciation.

Examples and Ideas

These are usually given within the service unit, and can include:

- Flowers presented or a special citation read at a meeting.
- A framed photograph.
- Birthday or holiday greetings made by the Girl Scouts.
- Recognitions can also be created by your service unit team (i.e. Rookie of the Year, “Most Valuable Team Member,” etc.)

Consider these fun (and easy) ideas for recognitions:

- Note cards: “For a noteworthy achievement.”
- Batteries: “You’ve added energy to our group.”
- Rolls of Lifesavers candy: “You’ve been a lifesaver.”



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Submission Instructions

Dos and Don'ts for a Nomination

Dos

- Nominate a volunteer for only one award. Check with Customer Care to see if they have previously received an award and if so, what award was it?
- Nominate someone who you feel deserves recognition for their work with Girl Scouts and meets all the requirements for the award.
- Nominate someone you know and has worked within Girl Scouts.
- Fill out the entire nomination form. Take the opportunity to share what the nominee has done is above and beyond their volunteer position.
- Be sure to include the correct number of endorsement letters for the award you are nominating a volunteer for. Endorsements can be from other volunteers, youth Girl Scouts or parents.
- Make sure the endorsement letters focus on what that nominee has done for Girl Scouts. If they are nominated for the Thanks Badge, make sure to include the geographic areas served.
- Be sure to submit the nominations and endorsement letters in time for the CEO and board of directors to approve them.

Don'ts

- Nominate someone who does not meet all the requirements of the award.
- Nominate someone you do not know.
- Wait until right before the board of directors meet to submit nominations and endorsements.
- Wait until the last minute to ask for letter(s) of endorsement.
- Submit the same letter of endorsement for different people within a service unit or troop.

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How to Write a Great Nomination or Letter of Endorsement

Be Specific

Do not assume that council knows what position the nominee holds or what it requires. Use detail to describe the position the nominee holds within Girl Scouts and why they deserve the recognition. For example, if the nominee held an event, what was it and what was necessary to make it happen? A nomination should be 300 words or less.

Keep it Brief

A letter of endorsement does not need to be six pages to be effective. It needs to be a minimum of one page and a maximum of two pages.

Make Sure it's Relevant

Check the award requirements and description to make sure you are nominating the right person for the right award. Your letter of endorsement must speak to the qualifications and achievements the award honors. Do not include all the wonderful things the nominee does outside of Girl Scouting in the letter. Never nominate someone for an award lesser than one they have already received.

Write What You Know

You should only write a letter of endorsement about a person you know and have worked with personally and only write about an event or attribute you have personally witnessed.

Do Not Just Make a List

It is easy to just list the job description of a position but what did the candidate do that went above the normal job? How did they make an impact? Why do they deserve this special honor? It is important your letter of endorsement makes sense and can be read clearly by the council. Take a moment to proofread and check for errors before submitting.

Coordinate

The [Adult Recognition Nomination Form](#) and letter(s) of recommendation should all be turned in as one submission. Make sure you are communicating with the nominator and other endorsers. Fill out the nomination form and attach the endorsement letters.

Be on Time

Do not wait until the last minute. Late submissions will not be accepted, even if just one letter of endorsement is missing. Make sure you and everyone else who is completing the [Adult Recognition Nomination Form](#) or writing a letter of endorsement turns in everything in a timely matter or well prior to the CEO and board meeting if it needs their approval.

Ask for Help

If you are not sure where to start, ask us for help at 888-474-9686 or by emailing Customer Care at customercare@girlscoutsgwm.org.

Address and Contact Information



Submission methods

- Submit nominations through the links in this guide or forms on our website.
- Email the nomination form with the recommendation letter(s) to customercare@girlscoutsgwm.org
- Mail to:
Girl Scouts of the Green and White Mountains
Re: Volunteer Recognitions, Alisa Otterson
1 Commerce Drive
Bedford, NH 03110

Please allow 2-3 weeks for processing.

Summary of Requirements

Award Name	Adult Recognition Nomination Form required	Award Specific Nomination Form required	Number of letters of endorsement required	Due Date
Volunteer of Excellence	YES	NO	1	Anytime
President's Award	YES	YES	N/A	November 1 or March 15
Appreciation Pin	YES	NO	2	November 1 or March 15
Honor Pin	YES	NO	3	November 1 or March 15
Thanks Badge	YES	NO	4	November 1 or March 15
Thanks Badge II	YES	NO	4	November 1 or March 15
New Found Treasure Award	YES	NO	1	Anytime
Torchbearer's Award	YES	YES	N/A	First Friday in August
Volunteer of the Month	YES	NO	N/A	Anytime