



## VOLUNTEER OF EXCELLENCE PIN NOMINATION APPLICATION

The Volunteer of Excellence award recognizes those volunteers who have contributed outstanding service while partnering directly with girls in any pathway to implement the Girl Scout Leadership Experience through use of the national program portfolio or who have contributed outstanding service in support of the council's mission delivery to girl and adult members. A nomination application and two endorsement letters are required. Nomination deadline: For April events the due date is March 15, for May events the due date is April 15 and for June events the due date is May 15.

### Award Requirements:

- The candidate is an active, registered adult Girl Scout.
- The candidate has successfully completed a term of service and all requirements for the position.
- The candidate has performed beyond expectations for the position to deliver the Girl Scout Leadership Experience to girls using the national program portfolio, or
- The candidate's performance has been beyond the expectations of the position and has supported council's mission-delivery goals in one or more of the following functional areas: Membership Development/Community Cultivation, Volunteer Relations and Support, Program, Leadership and Governance, Fund Development, and Council Support Service (such as IT, Customer Service, Merchandising, MarComm).
- The candidate actively recognizes, understands, and practices the values of inclusive behavior.

### Nomination Instructions:

- Coordinate the required number of endorsement letters with someone(s) familiar with candidate's volunteer service.
- Letter writers do not need to provide the exact same details and information as other endorsers. Each endorser may focus on a different area or aspect of the candidate's service.
- Provide each letter writer with the questions to address in endorsement letter listed on page 2.
- Complete a nomination application. Person completing the nomination application may provide one of the required letters of endorsement.
- Note: If candidates are approved for an award, they will receive the endorsement letters.
- Submit completed nomination application with the required number of endorsement letters. Due date is dependent on the date of the recognition event (see above). Instructions are on the back of this form.
- Incomplete endorsement letters and/or application may result in disqualification of the nomination.
- Please do not use staples if submitting hard copies.
- Award frequently asked questions (FAQ), Award descriptions and letter writing tips are available at [www.girlscoutsrv.org](http://www.girlscoutsrv.org).

Distribution of Awards: All awards will be distributed at a local event established by each service unit or another venue as determined by the nominator and/or award recipient.

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### Candidate Information:

Name: \_\_\_\_\_ Service Unit: \_\_\_\_\_

Volunteer Position: *(if relevant to nomination)*: \_\_\_\_\_

Complete address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Service Center:  Brooklyn Center  Northfield  Redwood Falls  Rochester  St. Paul

### Nominator Information:

Name: \_\_\_\_\_ Service Unit: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Alternative phone: \_\_\_\_\_

Email: \_\_\_\_\_

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## Questions to address in endorsement letters:

Endorsement letters should address the following questions and provide relevant facts, specific actions, measurable impact and particular behaviors that show the service provided exceeded the expectations of their position. Please do not staple pages.

1. How did you become aware of the candidate's accomplishments?
2. Please describe in detail what the candidate did to merit this award and the measurable impact their service has had to Girl Scouting. (refer to requirements, how did they go above expectations to deliver the Girl Scout Leadership Experience to girls and/or how have they supported council' mission-delivery goals in one or more of the areas listed under requirements)
3. In what service unit(s)/communities was service delivered? When? Who was affected by the candidate's service? How were they affected?
4. How did the candidate's service go above and beyond the expectations for the position held?
5. How did the candidate demonstrate inclusive behavior?

## Endorsement letter writers:

It is the responsibility of the nominator to make sure the required letter(s) of endorsement are submitted with this nomination application.

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

(Volunteer of Excellence award requires two letter)

## Designated Contact Person:

If approved, who should the award be given to for distribution?

Name: \_\_\_\_\_ Date of event: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Alternative phone: \_\_\_\_\_

Email: \_\_\_\_\_

## SEND COMPLETED APPLICATION AND ENDORSEMENT LETTERS

### By Email:

- One candidate nomination per email
- Attach nomination application and required endorsement letters to e-mail (must be submitted together)
- Include candidate name and award in subject line of email
- Send nomination to awards@girlscoutsrv.org

**By Fax to:** Adult Awards at 763-535-7524

**By Mail:** River Valleys  
Adult Awards and Recognitions  
5601 Brooklyn Blvd.  
Brooklyn Center, MN 55429

### Questions?

800-845-0787, or awards@girlscoutsrv.org