



Adult Recognition Manual 2022-2023



Each year, Girl Scouting formally recognizes Girl Scout adult members, volunteers, service units and staff for their service to the movement through a variety of awards. Members are invited to use this manual to learn about the awards available and identify the best way to recognize the accomplishments and outstanding service happening within our movement.

Adult Recognition is a group effort, and we can't do it alone!

Thank you for taking the time to honor and nominate adult members in your community!

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We can help!

The Adult Recognition Committee is made up of volunteers from across the council. Members of the Adult Recognition Committee are available to come to your Service Unit meeting to explain awards, how to nominate someone and answer any questions your volunteers may have! Advanced notice is encouraged and requests will be fulfilled dependent on availability of the committee.

To request a committee member to visit your Service Unit, please email adultrecognition@girlscoutsgcnwi.org.

Questions can be directed to

adultrecognition@girlscoutsgcnwi.org

or

Alaina Greene, Volunteer Relations Manager

agreene@girlscoutsgcnwi.org

312-912-6350

Years of Service Awards

Adult Members can receive Years of Service Awards in increments of 5 years. This award recognizes service to the movement and is calculated using Adult Years. This award is often handed out at Service Unit recognition events or council wide recognition events. The cost of these awards is paid by council.



Unlike other adult recognitions, Years of Service Awards do not require a nomination. The Girl Scout registration system tracks membership years and is used to compile a list of awardees. Please note that years tracked within the system can sometimes become inaccurate through the automated process. Members and Service Units are encouraged to confirm and update membership years as needed through the appropriate form. Council staff will manually update the system as needed.

Service Units who wish to hand out Years of Service at their own recognition events must submit awardees and pin requests through the appropriate council form.

Members who wish to receive their award at a council wide recognition event may register to attend an event of their choosing once registration opens.

Service Units are asked to report Years of Service Awards that are handed out and can request pins to hand out at Service Unit events using the form below.

[Service Unit Awards Reporting & Pin Requests - SU Approved Awards & Years of Service](#)

Are your Years of Service wrong? Please use the form below to request a modification.

[Years of Service Modification Form](#)

Girl Scouts of the USA Board Approved Awards

These awards were created by GSUSA and have individual requirements. All awards require a Nomination Form and a specific number of Letters of Endorsement. These awards are reviewed by the GCNWI Adult Recognitions Committee to ensure all criteria are met, and then they are submitted to the Board of Directors for their approval. The cost for these awards is paid by council.

These awards are presented at the GCNWI Adult Recognition events, typically held in October. All award submissions are kept confidential until recipient is notified. A candidate can only be nominated for one award per year.



Appreciation Pin

The Appreciation Pin was instituted in 1976 by GSUSA. The candidate is a registered Girl Scout adult who has provided outstanding service to at least **one** service unit or program delivery audience toward achievement of the council's goals. The service goes beyond the expectations of the position.

Submit Nomination Form plus TWO letters of endorsement

Deadline: April 1, 2023



Honor Pin

The Honor Pin was instituted in 1987 by GSUSA. The candidate is a registered Girl Scout adult who has provided outstanding service to at least **two** service units or program delivery audiences in a way that furthers the council's goals. The service goes beyond the expectations of the position.

Submit Nomination Form plus THREE letters of endorsement

Deadline: April 1, 2023



Thanks Badge

The Thanks Badge was instituted in 1912 by GSUSA. The candidate is a registered Girl Scout adult who has provided exceptional, outstanding service that benefits the *total council or entire movement*. The service is so significantly above and beyond the call of duty that no other award would be appropriate.

Submit Nomination Form plus FOUR letters of endorsement

Deadline: April 1, 2023



Thanks Badge II

The Thanks Badge II was instituted in 1987 by GSUSA. The candidate is a registered Girl Scout adult who has received the Thanks Badge and whose continued work has provided exceptional, outstanding service which has expanded since receiving the Thanks Badge and benefits the *total council or entire movement*. The service is so significantly above and beyond the call of duty that no other award would be appropriate.

Submit Nomination Form plus FOUR letters of endorsement

Deadline: April 1, 2023



President's Award

This group award recognizes the efforts of a service-delivery team or committee whose exemplary service resulted in significant impact toward reaching the council's overall goals by achieving *one or more* of their unit's goals.

Criteria

1. All service delivery team members are registered Girl Scouts
2. The service delivery team has significantly contributed to meeting one or more of the council's mission delivery goals. (Includes girl membership goal, adult membership goal, product program goals, etc...)
3. The service delivery team reflects the diversity of the target audience or area it serves in girl and adult membership.
4. The service delivery team actively recognizes, understands and practices the values of inclusive behavior.

Any member of the service delivery team can submit the nomination form on behalf of the team. Staff members will verify goals.

Deadline: April 1, 2023

Girl Scouts of Greater Chicago & Northwest Indiana Board Approved Awards

These awards were created by GCNWI and have individual requirements. All awards require a Nomination Form and a specific number of Letters of Endorsement. These awards are reviewed by the GCNWI Adult Recognitions Committee to ensure all criteria are met, and then they are submitted to the Board of Directors for their approval. The cost for these awards is paid by council.

These awards are presented at the GCNWI Adult Recognition events, typically held in October. All award submissions are kept confidential until recipient is notified. A candidate can only be nominated for one award per year.



Hall of Fame

The candidate for this award has been an *adult member for at least 25 years*, has delivered service that far exceeds the expectation of any position, and has had a lasting impact on the Girl Scout organization. This award will be presented to a maximum of 10 people per year and may be awarded posthumously.

Submit Nomination Form plus FOUR letters of endorsement

Deadline: April 1, 2023



D.A.I.S.Y

The Dynamic And Incredible Staff of the Year award recognizes the outstanding service by a staff member that has resulted in the development of partnerships with volunteers and/or community leaders to at least one service unit or program delivery audience toward the achievement of the council's goals, will benefit the entire council beyond the staff member's tenure, goes far beyond the expectations of the employee's job description, and supports the achievement of the council's goals and strategic learning efforts. This award will be presented to a maximum of 3 people per year.

Submit Nomination Form plus TWO letters of endorsement

Deadline: April 1, 2023

Service Unit/Committee Approved Awards

These award nominations are submitted to the council by local service units or operational task groups comprised of Girl Scout Volunteers. The service team or designated volunteer committee reviews and approves these nominations and submits the list of approved awardees to GCNWI. Awardees will be included in the annual Recognition Booklet if reported to council.

These awards are typically handed out at Service Unit or Committee events or recognition events. These awards are provided free of charge and are available by request by Service Units or Committees. A candidate can only be nominated for one award per year.



Volunteer of Excellence

The candidate is a registered Girl Scout adult who has 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 of the council's mission delivery to girl and adult members.

Service Unit/Committee approves nominees and submits names of awardees to GCNWI. Awards are handed out at Service Unit/Committee recognition events.

Submit Nomination Form to Service Unit or Designated Committee that is approving award

Deadline: April 1, 2023



New Found Treasure

The candidate is a registered Girl Scout adult for less than two years and has hit the ground running. This volunteer has made a positive impact on Girl Scouting. This person's performance is so outstanding that it merits recognition by the Service Unit, program delivery or governance unit.

Service Unit/Committee approves nominees and submits names of awardees to GCNWI. Awards are handed out at Service Unit/Committee recognition events.

Submit Nomination Form to Service Unit or Designated Committee that is approving award.

Deadline: April 1, 2023



Hidden Hero

The candidate is a registered Girl Scout adult who embodies the Girl Scout principle "to help where I am needed". This volunteer is available to provide over and above assistance to special projects, ongoing tasks, and support of Girl Scout programs in this person's Service Unit, program delivery group, or other operational or governance group. This volunteer continually accepts assignments in order to keep Girl Scouting thriving.

Service Unit/Committee approves nominees and submits names of awardees to GCNWI. Awards are handed out at Service Unit/Committee recognition events.

Submit Nomination Form to Service Unit or Designated Committee that is approving award

Deadline: April 1, 2023

Informal Recognition – Just Say Thanks

Help us recognize outstanding individuals all year round! The Just Say Thanks initiative allows you to identify outstanding individuals who should receive an expression of appreciation from GCNWI CEO, Nancy Wright.

Submit your [Just Say Thanks request](#) here.

Deadline: Ongoing

GCNWI Community Awards

These awards were created by GCNWI as a way to honor community members who may not be a Girl Scout but support Girl Scouting in a variety of ways. All awards require a nomination form. Girl Scout Enthusiast is reviewed and approved by the Adult Recognition Committee. Girl Scout Hero is approved by the Board of Directors. Submission are open year round and cost is paid by council.



Girl Scout Hero

Recognizes an individual, group, or organization that has given meaningful, outstanding service at the *council level*. Girl Scout membership is not required.

Submit Nomination Form

Deadline: Ongoing



Girl Scout Enthusiast

Recognizes an individual, group, or organization that has given meaningful, outstanding service at the *local/community level*. Girl Scout membership is not required.

Submit Nomination Form

Deadline: Ongoing

Nominating Procedures for Community Awards

Girl Scout Hero and Girl Scout Enthusiast

1. Community Award Nominations may be submitted throughout the year utilizing the form linked here

[Community Award Nomination Form](#)

These forms are also available on our website at www.girlscoutsgcnwi.org/recognition

2. Nominations are reviewed and approved by the Adult Recognition Committee or the Board of Directors, depending on award.

3. Nominator will be notified of approval.

4. Nominator will have the option to have the award mailed directly to the awardee or may request to receive it themselves so they can present it to the awardee at a later date.

No deadline. Submissions are accepted year-round.

Nominating Procedures for Awards Requiring Board Approval

Appreciation Pin, Honor Pin, Thanks Badge 1 and 2, Hall of Fame and DAISY

Nominations are reviewed by the Adult Recognition Committee, which is comprised of volunteers from across the council. The Committee ensures criteria is met and awards are approved by the Board of Directors. PLEASE keep all submissions confidential until notified. The individual who signs and submits the nomination **will be notified** if the recipient was selected to receive the award **or** if the nomination was not approved.

1. Award Nomination and Letter of Endorsement Forms are submitted electronically through online forms linked here.

[Appreciation Pin, Honor Pin, Thanks Badge 1 and 2, Hall of Fame
D.A.I.S.Y. Nomination Form
Letter of Endorsement Form](#)

These are also available on our council website at www.girlscoutsgcnwi.org/recognition

2. Submit completed nomination form and letters of endorsement as indicated within the award criteria using the forms referenced above.

Please note: The individual Submitting the nomination form cannot write a letter of endorsement for that nomination.

Deadline to submit April 1st, 2023

Nominating Procedures for Awards Requiring Service Unit Approval Only

Volunteer of Excellence, New Found Treasure, Hidden Hero

1. Service Unit team or designated volunteer committee reviews and approves nominations

[Volunteer of Excellence Nomination Form and Letter of Endorsement
Hidden Hero and New Found Treasure Nomination Form](#)

2. Approved Awardees are submitted to council for documentation by April 1st, 2023 and awards are requested utilizing the form linked here

[Service Unit Awards Reporting & Pin Requests - SU Approved Awards & Years of Service](#)

These forms are also available on our website at www.girlscoutsgcnwi.org/recognition

3. Awards are presented at local service unit meetings or events

Deadline to submit April 1st, 2023

Nominating Procedures for President's Award

1. The service delivery team has significantly contributed to meeting one or more of the council's mission delivery goals. (Includes girl membership goal, adult membership goal, product program goals, etc...)

2. Member of the Service Delivery Team submits nomination form linked below
[President's Award Nomination Form](#)

This Form is also available on our website at www.girlscoutsgcnwi.org/recognition

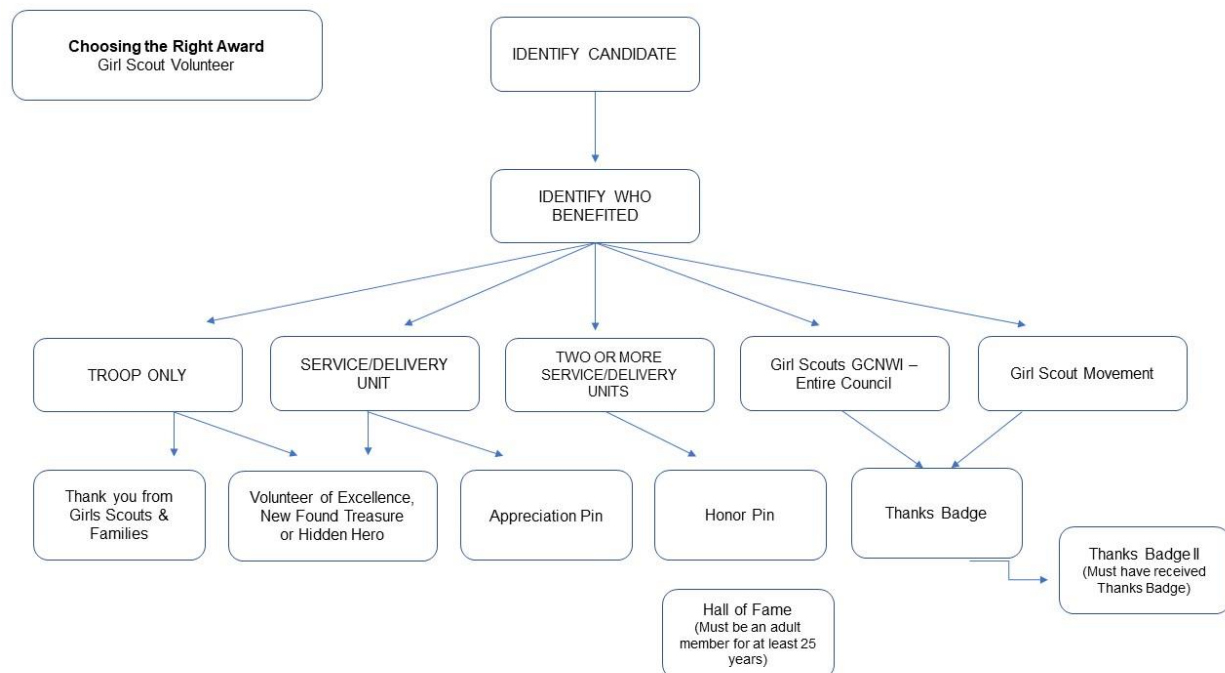
3. Council Staff will confirm criteria is met for award

4. Nominations are approved by GCNWI Board Chair/President

Deadline to submit: April 1st, 2023

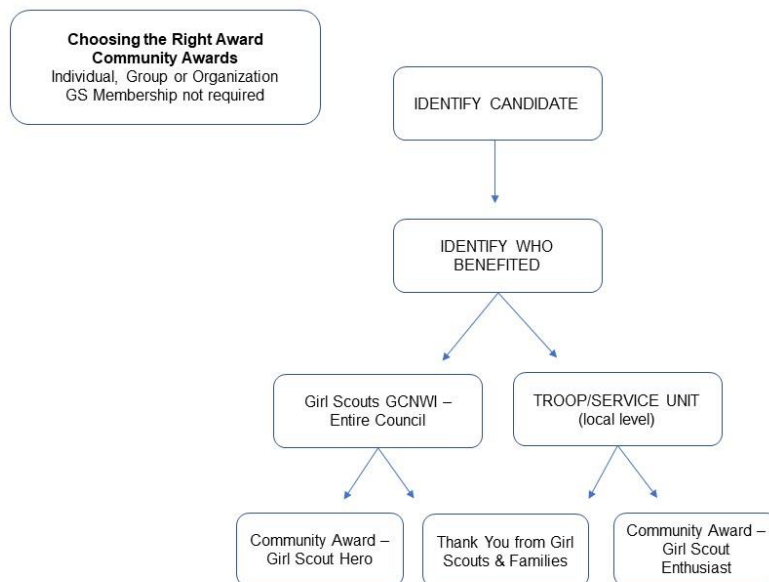
Choosing the Right Award

Girl Scout Volunteer



Choosing the Right Award

Community Member



Examples of Potential Award Candidates

Potential Candidates for the Appreciation Pin could be the following:

- A local volunteer who recruits coworkers to lead or sponsor troops or provide career mentors for girls from an under-served community in the council.
- A community day camp director whose effective management results in an increase in participation by girls and adults over a period of time.
- A service unit manager who has served in the role for multiple years and has been successful in reaching council goals.

Potential Candidates for the Honor Pin could be the following:

- A program volunteer who implements a series of events and activities that bring girls together from different parts of the council.
- A district chair who has motivated volunteers to participate in governance resulting in broad delegate involvement in the council's democratic process.
- A troop volunteer who also services on a council committee (i.e. Gold Award Committee, Historians, Council Trainer, etc.)

Potential Candidates for the Thanks Badge could be the following:

- The chair of the council's fund development committee who develops and implements a plan to significantly increase the percentage of adult-generated funding for the council
- The experienced volunteer advisor of council programming that results in increased extension and retention of older girls and significant positive publicity for the council.
- The chair of a strategic planning task group whose leadership inspires a pluralistic, visionary plan.

Potential Candidates for the Thanks Badge II could be the following:

- A council trainer who, after directing council wide training events, successfully implements a statewide or multi-state training event.
- The experienced volunteer chair of an annual council extended trip that results in consistent increased extension and retention of older girls and significant positive publicity for the council.
- An administrative volunteer who initiates a volunteer support system that successfully retains members of the council which has been replicated in other councils.

Potential Candidates for the Volunteer of Excellence could be the following:

- An experienced leader whose troop earned the Bronze Award.
- A leader whose troop, using the GSLE, progression and girl planning executed a significant Take Action Project.
- A member of the troop committee who has been the product sales manager for many years.
- A registered parent who acts as chaperone for all troop trips and events
- A service unit team member who has taken on additional responsibilities.

Potential Candidates for New Found Treasure could be the following:

- A leader in their second year who “hit the ground running” by introducing their troop to service unit activities and having a successful fall product/cookie sale.
- A volunteer who uses the GSLE in providing program for the troop after which they are aware of how the Promise and Law are part of their everyday lives.
- Makes Girl Scouting exciting and grows the troop from year one.
- A new volunteer who takes on additional council wide responsibility in day camp, training or other pathways.

Potential Candidates for Hidden Hero could be the following:

- An experienced leader who acts as a mentor to all new leaders in the service unit.
- The fall product chair who takes on responsibility of cookies when no one else will.
- The person who comes early and stays late at meetings, events, etc. to help set up and clean up without being asked.
- A team member who takes on yet another responsibility to make the service unit work well in serving the girls and leaders.

Potential Candidates for Girl Scout Hero could be the following:

- A local business that donated items to a council wide service project
- A community partner that assisted in hosting a council wide program

Potential Candidates for Girl Scout Enthusiast could be the following:

- A principal that has welcomed Girl Scouts into the school for troop meetings
- A church that allows troops to utilize meeting space
- A local business that allows cookie booths

Tips for Submitting Great Award Nominations

Adult Recognitions Awards: It's about the Girl Scouts! The focus of adult recognition awards is impact on Girl Scouts and the Girl Scout movement. The Adult Recognition Committee is serious about evaluating potential adult volunteers for the most prestigious awards a council may award to adult members. The committee relies on the completeness and accuracy of the nominations. Please be thoughtful as you describe the outstanding characteristic of the person you are nominating.

Nomination Guidelines: GSUSA has designed the guidelines and your nomination should support the guidelines by showing result oriented, measurable and real impact stories in support of your nominee.

This chart shows how a statement, with a little thought, can become a strong nomination statement for the Adult Recognition committee's review:

| Initial Statement: | Thoughtfully Consider: | Strong Nomination Statement: |
|---|---|---|
| "She has been a leader for a long time" | <i>How many years? Through which levels?</i> | "For 11 years, she has led a large troop from Daisies, persevering through the difficult middle school years, to their current level of Seniors." |
| "She is a great leader" | <i>What kind of leadership qualities does she bring? What makes her stand out?</i> | "She continually brings leadership opportunities to the girls. She encourages a girl-led approach by allowing girls to vote on and implement their activities." |
| "She always goes above and beyond" | <i>Be specific – Tell a story about the great benefits those around her receive due to her efforts.</i> | "Her troop voted to start the aMuse Journey. Because she has never considered herself a "creative soul" when it came to artistic endeavors, she recruited troop parents, artists and actors as resources for her girls to draw from. As a result, the girls have had a great time meeting community experts and discovering parent talent in their own troop! They now have several opportunities for Take Action projects because of these connections." |
| "He's a dad who helps whenever needed." | <i>Be specific – Tell a story about the support given to the girls and how the girls benefitted.</i> | "He came to the rescue during a troop camp-out when the troops discovered a nest of baby rattlesnakes in camp! He kept both the girls and leaders calm as he assisted in striking camp, all the while educating the girls about snakes and safety. The girls felt safe, and in control, thanks to the good guidance he offered." |

Adult Recognitions FAQ

What is the deadline for submission?

Unless otherwise notated, most adult recognition award nominations are due April 1st.

Who can submit a nomination?

Nominations for awards can be made by any person who has knowledge of the performed service. This includes girl members, volunteers, parents, community members and staff. The same requirements for the nomination exist, including submission of the nomination forms and letters of endorsement.

How often are Adult Recognitions presented?

This depends on the award. Service Units may present Years of Service and Service Unit level awards at their own recognition event (typically held in the spring). Council Wide events that present Board Approved Awards and Years of Service are typically held in the Fall. Community Awards may be presented year-round.

Can staff be nominated for awards?

Yes. These awards are for all adult members, including staff. There is also a staff specific award.

How do I know what award to nominate someone for?

There are resources within this manual that can help you pick the right award! If after reviewing these resources you still aren't sure, please reach out to adultrecognition@girlscoutsgcnwi.org

Can I nominate someone for more than one award?

No, a candidate should only be nominated for one award per year.

Does my nomination form count as one of the letters of endorsement?

No, your nomination form does not count towards the number of letters of endorsement required. In addition, the nominator may not submit a letter of endorsement towards the person they have nominated.

Can I let the person know that I nominated them?

For Board Approved and Community Awards, please keep all submissions confidential until notified. The individual who signs and submits the nomination will be notified if the recipient was selected to receive the award or if the nomination was not approved.

I still have more questions!

Email adultrecognition@girlscoutsgcnwi.org

or

Alaina Greene, Volunteer Relations Manager

agreene@girlscoutsgcnwi.org

312-912-6350