

SHORT AND Snappy



WHAT IS A SHORT & SNAPPY?

- » These short trainings can be provided at a service unit meeting or reviewed individually.
- » Any interested volunteer may lead a Short and Snappy.
- » Short and Snappys are usually 10-45 minutes in length.

WHAT YOU'LL NEED

- » Short and Snappy outline
- » Handout of awards list
- » FAQ's and endorsement tips handout
- » Markers
- » Popsicle sticks
- » Glue

THINGS TO REMEMBER

- » Stay within the allotted time.
- » If you don't know the answer, seek the correct answer from the appropriate support person.

Recognizing Volunteers

20-30 MINUTES

Adult Girl Scout volunteers give their time, talents, and enthusiasm to help girls grow. By offering appreciation, we acknowledge those whose contributions exceed our expectations. Whether in the form of a simple thank you note or a formal award for years of faithful service, any recognition tells a volunteer that her or his hard work is noticed and appreciated.

ACTIVITY 1

Ask the group how they think the service unit can recognize members. Share ideas and have someone take notes.

- » Brainstorm themes for a year-end recognitions dinner.
- » Come up with funny and serious awards to give out.
- » Think of prizes for monthly raffles to recognize great leaders.

ACTIVITY 2

Assign everyone four people in the group to write a compliment about on a popsicle stick. Be specific – not, “You’re nice”, but, “you guide girls to become confident leaders.” Then give everyone the four sticks with compliments about them to glue into a square. This makes a picture frame for a photo of them.

ACTIVITY 3

Ask the group how they recognize helpful troop parents.

- » Share stories of parents that go above and beyond.
- » Ask for gift or token ideas for cookie parents, drivers, etc.

ACTIVITY 4

Learn about Girl Scouts–Arizona Cactus–Pine Recognitions.

- » Review National, Council, Service Unit Award, and troop awards available, including the online Peer Recognition.
- » Nominating a volunteer for a council or national level recognition award nominations and endorsements.
- » Completed nomination packets are due to the recognitions committee by Sept. 1 each year.
- » A volunteer committee reviews the submissions and approves nominations, then notifies the nominator. Awards are presented at the Volunteer Appreciation Event in October.
- » Quality of accomplishments (with direct or indirect impact on girls), not length of service, is the primary factor in granting awards.
- » Recognize great local leaders with service unit awards presented at a service unit event and recognize family members at troop meetings or events.
- » There is no limit to the number of awards given in a single year. A volunteer can be nominated and receive multiple awards in any given year, and nominated again regardless of whether they were previously approved to receive a recognition award.
- » Anyone can nominate and endorse someone. It does not need to come from the Recognitions Coordinator.

ACTIVITY 5

Pair up participants to discuss the following questions and record each other's answers:

- » How long have you been a Girl Scout?
- » What position(s) do you hold in Girl Scouts?
- » What aspects of your work in Girl Scouts are you most proud of?
- » What impact might your work have had on girls or your service unit?
- » What are your outside interests, hobbies or special talents?

Now, everyone should use the information from their discussions to answer these questions:

- » Which award is most appropriate for your partner?
- » Find the correct nomination packet at girlscoutsaz.org. Do you have enough information to fill it out for your partner and write a letter of support? What accomplishments would you highlight?
- » Who else might you enlist to write letters of endorsement for your partner?

COUNCIL AWARD NOMINATION TIPS

Help make sure your candidate receives the recognition s/he deserves for her/his hard work.

DO...

- » Submit your nomination form **online** or **type** or **print legibly** using black or blue ball point pen.
- » **Give as many details as possible.** The Recognitions Committee can only work with what they're told. If you don't tell them about it, they won't know!
- » Explain how the nominee has shown **growth** in her/his contributions to Girl Scouts since any previous awards. Growth is one of the things the committee looks for when an individual progresses to higher awards.
- » **Be results-oriented.** Give detailed, concrete data – including numbers, percentages and anything quantifiable – illustrating the nominee's achievements.
- » Describe what **role** the candidate plays in your Girl Scout experience.
- » Remember, **details**, are very important.

DON'T...

- » **...be vague.** Don't just say the candidate is responsible, friendly, etc. The Recognitions Committee assumes this is a person you like and think well of; otherwise you wouldn't be nominating her/him.
- » **...just look at the nominee's job description** and tell us s/he does each of these things; awardees must go above and beyond the described duties.
- » **...make assumptions** about the responsibilities involved with service unit-level positions. Many service units divide duties among people who are willing to do them. Describe what you know your nominee does that exceeds expectations.