

**USA GIRL SCOUTS OVERSEAS (USAGSO)
Overseas Volunteer Partner
Position Description**

Position: Overseas Volunteer Partner (OVP)
Term of Position: Three years - no term limit and can be renewed by mutual consent
Reports to: Program and Adult Development Manager and OVP Advisory Team

Summary of Position

Overseas Volunteer Partners (OVPs) collaborate with USAGSO and Overseas Committees (OCs) to provide strategic guidance, operational expertise, and program development to advance the Girl Scout Movement. OVPs provide a range of services to USAGSO staff and OC volunteers in functional areas that align with USAGSO's strategic plan and goals.

Assignments are defined into OVP services, such as: education, facilitation, collaboration & support, mentoring, and coaching. They range from providing consulting services, preparing, and conducting training/group facilitation, analyzing data and documents, and serving as creators of programming and materials, either individually or in partnership with USAGSO staff or OC volunteers. An OVP is responsible for completing assignments in a professional, timely and confidential manner.

The areas of expertise and desired skill sets we are seeking change and expand frequently based on USAGSO staff and OC needs. While not a comprehensive list, some examples of what we're looking for in an OVP are:

- Adult Learning and Development (to include curriculum design)
- Host-Nation/Regional/Cultural Advisor
- Military/Embassy/Consulate/International Schools Expertise
- Conflict Resolution and Teambuilding
- Continuity and Transition Support
- Corporate Networking, Grant Writing and Fund Development
- Girl Scout Money Earning Activities
- Girl Scout Leadership Experience (badges/Journeys, Highest Awards, virtual program, cookies, STEM, etc.)
- Management (such as project, event, or volunteer)
- Diversity, Equity, Inclusion, and Racial Justice (DEIRJ)
- Accounting, Finance and Auditing
- Marketing and Communications (including social media)
- Membership Recruitment and Retention
- Mental Health
- OCMT Experience
- Technology
- Travel Logistics
- WAGGGS (World Association of Girl Guides and Girl Scouts)

Overseas Volunteer Partner candidates are required to:

1. Complete the OVP onboarding process to include an application and reference check.
2. Participate in an interview with the Program and Adult Development Manager and/or a member of the OVP Advisory Team.
3. Sign a Confidentiality Agreement and Conflict of Interest statement.
4. Participate either in the annual survey or stay interview process.
5. Consent to a background check.
6. Register as a Girl Scout Adult Volunteer (financial aid available upon request).

Essential Duties and Responsibilities:

1. Abides by the Girl Scout Promise & Law as guiding principles.
2. Embraces and enhances a culture that values diversity, equity, inclusion, and racial justice.
3. Engages regularly in services with USAGSO staff and OCs, based on requests and areas of expertise.
4. Collaborates or leads with partners to plan, deliver, and evaluate assignments and service.
5. Completes at least one OVP service annually (when asked).
6. Delivers Girl Scout programming and training using GSUSA's proven delivery methods that meet national outcomes and advance the brand.
7. Carries out assigned duties within the determined timeframe.
8. Responds to communications in a timely manner.
9. Participates in professional development to build skills and remains current in their areas of expertise.
10. Maintains familiarity with the OVP structure, practices, and procedures.
11. Submits and periodically updates professional OVP bio and photo for USAGSO website.
12. Maintains and checks their assigned USAGSO email account weekly to stay informed on time sensitive updates and information.
13. Accurately records volunteer time and reports it at the end of each service.
14. Attends OVP virtual meetings scheduled throughout the year or listens to the recordings within one-week of the meeting.
15. Participates in the annual review process, either through the annual survey, or if at the end of an appointment cycle, through the stay interview process before reappointment.
16. Maintains familiarity with GSUSA and USAGSO policies, procedures, and processes.
17. Other duties as assigned.

Qualifications:

1. Ability to work independently and accurately under the pressure of a deadline.
2. Well organized, and flexible with a growth / "big picture" mindset..
3. Strong collaborative skills with demonstrated experience partnering with different teams.
4. Proficient in Microsoft Office Suite including Outlook, Power Point, Word, and Excel and Google Workspace including Drive, Docs, Sheets, Forms, etc.
5. Willingness to travel if the assignment requires it.
6. Registers as a member of Girl Scouts of the USA throughout the OVP appointment.
7. Preference is given to candidates that currently reside overseas and plan to remain overseas for the duration of their OVP term. However, exceptions may be granted if a

candidate's background/skill set aligns with specific USAGSO needs.

Benefits of Being an Overseas Volunteer Partner (OVP)

Science shows that volunteering is linked to many benefits! These include a sense of belonging, of purpose, and of full engagement with life—knowing that one's activities are aligned with one's deeply held values and 'true self.' Research also shows that volunteering provides opportunities to boost social well-being through social contribution, social acceptance (trust in others), and social connectedness. Below are additional highlights:

- Resume builder (can bridge non-working gaps for trailing spouses)
- Develop and refine new skills via professional trainings
- Networking to gain career opportunities (local and global)
- Give-back to community (fulfills employer community service requirements)
- Travel opportunities
- Project and volunteer management experience
- Supporting girl led movement and leadership development of next generation
- Create lifetime friendships with like-minded team members

About USA Girl Scouts Overseas

USA Girl Scouts Overseas (USAGSO) brings Girl Scouts to the daughters of military, foreign service, and expat families around the world and to girls in American or International schools. An operating unit of Girl Scouts of the USA, USAGSO ensures that no matter where these families move, they will have access to the Girl Scout Leadership Experience.

USAGSO supports over 12,500 members in 90+ countries around the world. USAGSO members are supported by a staff team in three locations: at Girl Scout headquarters in New York City; Vicenza, Italy; and Camp Zama in Japan.

Why Girl Scouts Overseas?

Not only do USAGSO members participate in the same great Girl Scout Leadership Experience as their stateside sister scouts, but they also experience much more. Many USAGSO families relocate every 2-4 years; USAGSO provides a sense of security and stability as families transition to new locations. Through USAGSO, girls find an immediate support network and friendship group with whom they have something in common: The Girl Scout Leadership Experience. Far from the United States, Girl Scouts connects girls to their American culture and, through our worldwide network, helps girls bridge cultural gaps and build friendships around the world. Our strong partnerships with the local Girl Guide/Scout programs provide opportunities for USAGSO members, and their families, to actively participate in bi-lateral host nation programs that are exciting, unique, and profound.

Overseas Volunteer Partners (OVPs) are appointed by USAGSO and assigned to partner with USAGSO staff members and/or Overseas Committees according to their areas of expertise through the delivery of consistent messaging and branding, which advance the Mission and purpose of USAGSO and the Girl Scout Movement.