

# Adult Learning Opportunities

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## Courses

### Adult Learning Facilitator's

#### Course (ALFC)

#### ALF Workshop

#### Archery Instructor

#### Bridging Workshop

#### Canoe Certification

#### Ceremonies

#### Crafts

#### Day Camp Facilitation

#### Event Planning

#### Go for the Silver, Gold

#### Leadership Essentials\*

#### Product Sale Training

#### Songs and Games

#### SWAPS

#### Troop Camp 1\*

#### Troop Camp 2\*

#### Troop Camp 2 Planning

#### Troop Camp 2 Update

(Home Study-upon request)

#### Troop Tripping

(Home Study-upon request)

*\*Required for Leadership Development Pin.*

## Rules and Regulations

### REGISTRATION

Registration is required.

A minimum of five participants will be necessary to conduct any course.

All information requested on the Registration Form must be completed to ensure credit for the course. *Please be sure to include course and session numbers.* You may register ON-LINE, download a form at [www.mbgsc.org](http://www.mbgsc.org), or use a form located in this book.

### PREREQUISITES

Prerequisite courses are indicated in the course summary. Late arrivals and early departures will not receive credit for the course. Prerequisites must be completed before course date.

### PRICING

Fees, when required, must be submitted with the Registration Form. There are NO refunds unless the course is cancelled by the Girl Scout Council or the course is full. If this happens, we will contact you. A refund is allowed if we are notified of your cancellation within one week prior to course deadline date. The course fee may be transferred to another course date that is listed in this guide.

### COURSE CANCELLATIONS

Courses may be cancelled if the required minimum registrations are not received. *Please try to cancel within one week of course date if you are unable to attend.* Only those who register will be notified of any changes or cancellations. Please check your calendar before making reservations in order to avoid unnecessary cancellation fees.

### CONFIRMATION

We'll confirm your reservation either by phone, e-mail or in writing including training site location, materials to bring, and any changes in dates, time, or location.

### ADDITIONAL WORKSHOPS

Additional workshops may be brought to your service unit if there are at least *five persons guaranteed to attend.* To schedule, contact the Volunteer Development Manager with suggested dates (no less than two weeks ahead), times, & locations.

*NOTE: Child care is not available.*

### QUESTIONS

Contact the Volunteer Development Manager

Girl Scouts  
P.O. Box 15969 (1936 Dayton Blvd.)  
Chattanooga, TN 37415

423-877-2688 • 800-446-2472  
[info@mbgsc.org](mailto:info@mbgsc.org)

# Workshop Calendar - Southern Region

Subject	Date	Day	Time	Location
Membership Kickoff	Aug. 1, 2009	Saturday	10am-12pm	St. Jude Catholic School
River Raft Race Training	Aug. 3, 2009	Monday	6pm-8pm	Girl Scout Service Center
Leadership Essentials	Aug. 15, 2009	Saturday	9am-12pm	Girl Scout Service Center
Leadership Essentials	Aug. 15, 2009	Saturday	9am-12pm	Wesley Memorial UMC, Cleveland
Troop Camp I	Aug. 15, 2009	Saturday	9am-5pm	Girl Scout Service Center
Silver Award Workshop (A)	Aug. 31, 2009	Monday	6pm-7pm	Girl Scout Service Center
Gold Award Workshop (B)	Aug. 31, 2009	Monday	7pm-8pm	Girl Scout Service Center
Day Camp/Event Planning	Sept. 19, 2009	Saturday	10am-12pm	Girl Scout Service Center
Leadership Essentials	Sept. 21, 2009	Monday	6pm-9pm	Girl Scout Service Center
New Leader Fall Product	Sept. 21, 2009	Monday	6pm-7pm	Girl Scout Service Center
Volunteer Retreat	Sept. 25-27, 2009	Fri-Sun		Camp Adahi
Advanced Cooking	Sept. 26, 2009	Saturday	12pm-6pm	Camp Adahi
Silver Award Workshop (C)	Sept. 29, 2009	Tuesday	6pm-7pm	Girl Scout Service Center
Gold Award Workshop (D)	Sept. 29, 2009	Tuesday	7pm-8pm	Girl Scout Service Center
Leadership Essentials	Oct. 5, 2009	Monday	6pm-9pm	Girl Scout Service Center
Leadership Essentials	Oct. 5, 2009	Monday	6pm-9pm	Sequatchie Valley Elec. Co-Op, Dunlap
Troop Camp I	Oct. 10, 2009	Saturday	9am-5pm	Girl Scout Service Center
Leadership Essentials	Oct. 24, 2009	Saturday	9am-12pm	Girl Scout Service Center
Leadership Essentials	Oct. 24, 2009	Saturday	9am-12pm	Ooltewah Baptist Church, Ooltewah
Making Cents	Oct. 26, 2009	Monday	6pm-8pm	Girl Scout Service Center
Troop Camp II Planning	Nov. 3, 2009	Tuesday	6pm-9pm	Girl Scout Service Center
Silver Award Workshop (E)	Nov. 7, 2009	Saturday	10am-11am	Red Bank United Methodist Church
Gold Award Workshop (F)	Nov. 7, 2009	Saturday	11am-12pm	Red Bank United Methodist Church
Bridging	Nov. 7, 2009	Saturday	9am-12pm	Girl Scout Service Center
Songs & Games	Nov. 7, 2009	Saturday	9am-12pm	Girl Scout Service Center
Ceremonies	Nov. 7, 2009	Saturday	1pm-3pm	Girl Scout Service Center
Troop Camp II	Nov. 7-8, 2009	Sat-Sun	9am-11am	Camp Adahi
Leadership Essentials	Nov. 30, 2009	Monday	6pm-9pm	Girl Scout Service Center
Leadership Essentials	Nov. 30, 2009	Monday	6pm-9pm	Ft. Oglethorpe UMC, Ft. Oglethorpe
Crafts/Swaps	Dec. 5, 2009	Saturday	10am-1pm	Girl Scout Service Center
New Leader Cookie Trng.	Jan. 9, 2010	Saturday	1pm-2:30pm	Girl Scout Service Center
Troop Camp I	Jan. 9, 2010	Saturday	9am-5pm	Girl Scout Service Center
Leadership Essentials	Jan. 9, 2010	Saturday	9am-12pm	Girl Scout Service Center
Leadership Essentials	Jan. 9, 2010	Saturday	9am-12pm	Wesley Memorial UMC, Cleveland
New Leader Cookie Trng.	Jan. 11, 2010	Monday	6pm-7:30pm	Girl Scout Service Center
Leadership Essentials	Jan. 25, 2010	Monday	6pm-9pm	Girl Scout Service Center
Leadership Essentials	Jan. 25, 2010	Monday	6pm-9pm	Sequatchie Valley Elec. Co-Op, Dunlap
Archery Training	Jan. 30, 2010	Saturday	9am-6pm	Jones Memorial UMC, East Ridge
Silver Award Workshop (G)	Feb. 1, 2010	Monday	6pm-7pm	Girl Scout Service Center
Gold Award Workshop (H)	Feb. 1, 2010	Monday	7pm-8pm	Girl Scout Service Center
Service Team Summit	Feb. 5-6, 2010	Fri-Sat	TBA	Location TBA
Troop Camp I	Feb. 13, 2010	Saturday	9am-5pm	Girl Scout Service Center
Silver Award Workshop (I)	March 8, 2010	Monday	6pm-7pm	Girl Scout Service Center
Gold Award Workshop (J)	March 8, 2010	Monday	7pm-8pm	Girl Scout Service Center
Archery	March 20, 2010	Saturday	9am-6pm	Jones Memorial UMC, East Ridge
Troop Camp II Planning	March 16, 2010	Tuesday	6pm-9pm	Girl Scout Service Center
Troop Camp II	March 20-21, 2010	Sat-Sun	9am-11am	Camp Adahi
Trainers Retreat	March 26-27, 2010	Fri-Sat	TBA	TBA
Adult Recognition	April 17, 2010	Saturday	TBA	TBA
Volunteer Appreciation Week	April 19-23, 2010			
Day Camp/Event Planning	April 24, 2010	Saturday	10am-12pm	Girl Scout Service Center
Canoe Certification	May 15, 2010	Saturday	9am-5pm	Camp Adahi

# Course Descriptions

## FACILITATORS ONLY

### ADULT LEARNING FACILITATORS COURSE (ALFC COURSE)

*(Prerequisite: Approved ALFC Application)*

This Adult Learning Facilitator course (ALFC) will prepare participants to facilitate adult Girl Scout leadership essentials and other specialty training courses. Interested candidates must apply to become an adult learning facilitator and be accepted before attending this course. TBA

### ALF WORKSHOP

This opportunity is for current Adult Learning Facilitators to review and revise curricula, learn new tools of the training trade, and share experiences. Meals and snacks are provided. *(8 Leadership Dev. Hours)* TBA

### ADVANCED COOKING *(8-hr. course)*

This course will be held at Volunteer Retreat. Participants will learn ways to cook outdoors. Register online for course only or, if attending Volunteer Retreat Weekend, indicate on that registration form and include the additional course fee. Fee \$10 *(for food expense)*

### ARCHERY INSTRUCTOR *(8-hr. course)*

This Level 1 Certified course is for adult volunteers interested in learning to teach archery to girls. Upon successful completion of this course, instructors will be eligible to provide archery instruction at Camp Adahi for Service Unit and Troop Camping weekends, and council-sponsored events at Adahi. Wear comfortable clothing and dress for the weather. Certified Archery Instructors will be added to a Council database and names and phone numbers will be given to Service Unit Managers, Troop Leaders and Council personnel needing archery instructors to work with girls. Capacity: Max. 12 adults. Bring: brown bag lunch & drink. Course Fee: \$25 per person *(includes manual, materials, & certificate)*.

### BRIDGING WORKSHOP *(2-hr. course)*

Bridging Ceremonies are a very memorable and a significant part of growing in Girl Scouting. This workshop lays the groundwork for planning a memorable Bridging Ceremony and helps you prepare all the steps that lead up to it at each level.

### CANOE CERTIFICATION *(8 hr. course)*

*Safety-Wise* requires Small Craft Safety/Canoe for adults teaching and supervising girls taking part in canoeing activities. Small Craft Safety/Canoe is a small craft water safety course, not a canoeing or a swimming instructional course. You must be able to pass a general swimming test and be able to demonstrate how to operate a canoe to be eligible for the course. Fee \$20.00

### CEREMONIES *(2-hr. course)*

Learn to plan and conduct a variety of ceremonies for all types of Girl Scout events, including Flag, Investiture, Fly Up, Rededication, Court of Awards, Bridging, Scouts' Own and others. Sample programs, Council resources and girl involvement will be discussed. Handouts will be provided.

### CRAFTS/SWAPS *(3-hr. course)*

Volunteers are invited to learn new craft techniques using household items and common craft supplies. Participants will be given teaching tips and links to good craft idea websites. SWAPS *(Special Whatchamacallits Affectionately Pinned Somewhere)* are a Girl Scout craft which girls and adults trade with each other to promote friendship. Come and learn how to make this inexpensive Girl Scout Tradition.

### DAY CAMP FACILITATION I

#### EVENT PLANNING *(2-hr. course)*

Day and twilight camps can offer wonderful, memorable Girl Scout experiences for girls and adults. The Day Camp Facilitation Course is essential for all new day camp directors. It will cover all the important information needed to run a fun, safe and successful service unit day camp. *Safety-Wise* and Council guidelines will also be presented. The Event Planning course will focus on the purpose of events and planning events that will help meet the needs of the Service Unit. This training includes developing event outcomes, building an event budget, identifying health and safety strategies, promoting the event, and registering participants.

### GOLD / SILVER AWARD PREP WORKSHOP

*(1 hour each)* Each course is recommended for adults who are advising girls in the requirements to earn these high awards. It is recommended for girls to attend the Silver Award workshop and is required for girls working on their Gold Award. See girl program section for details.

Course Free.

### \*LEADERSHIP ESSENTIALS FOR GIRL SCOUT

**VOLUNTEERS** *(3-hr. course)* **(LE)** Leadership Essentials will teach you everything you need to know about how to facilitate a troop of any age level utilizing the new program journeys and program pathways. Will include "Continuing the Excellence."

**MAKING CENTS** *(2-hr. course)* This free workshop is designed for adult volunteers to explore the many avenues of financial planning. Participants will become familiar with budgeting, savings, long-term and short-term investing, and, regardless of age, retirement planning.

### PRODUCT SALE WORKSHOPS FOR NEW LEADERS

*(1.5-hr. course)* Recommended for persons who have never participated in fall products and cookie sale programs. May attend in Chattanooga or Knoxville.

**\*Required for Leadership Development Pin**

## Course Descriptions

**SERVICE TEAM SUMMIT** (formerly Service Team Training) - Council-wide opportunity to meet with other service team members to share ideas and to receive instruction on how to effectively operate as a team.

### **SONGS & GAMES** (3-hr. course)

Learn traditional and fun songs and games to be used during meetings, camping & ceremonies. Handouts provided.

### **\*TROOP CAMP 1** (8-hr. course)

This course prepares troop adults for one night camping trips in established camping areas with platform tents or cabins with water. Topics and skills will include: planning with girls, simple outdoor cooking, camping safety, program ideas, equipment orientation, and kaper charts. Participants will be cooking out of doors.

### **\*TROOP CAMP 2** (3-hr. planning session & Camp Adahi overnight) (Prerequisite: Troop Camp 1)

This course prepares troop adults for camping two or more nights in established camping areas with water. A 3-hr. planning session at the Service Center is required before the overnight activity. Troop Camp 2 certification expires three years from training date. Participants share the cost of meals at Camp Adahi. (30 Leadership Dev. Hours)

### **TROOP CAMP 2 UPDATE**

(Home Study Course—available upon request)  
(Prerequisite: Troop Camp 1 & 2)

This course is for persons whose Troop Camp 2 certification is expiring. Do not send in registration form. Contact the Volunteer Development Director. (2 Leadership Dev. Hours)

### **TROOP TRIPPING**

(Home Study Course—available upon request)

This course is recommended for all troop activities outside of troop meetings, including day trips and council programs. Topics include girl readiness, planning and budgeting, safety and environmental “rules of the road.”

### **NOTE:**

Contact the Red Cross for First Aid/CPR, 1st Aid Challenge, CPR Challenge, and Babysitting for Girls.

**\*Required for Leadership Development Pin**

## Directions

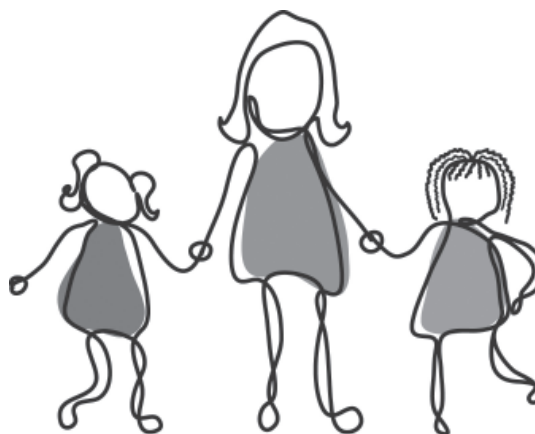
**CLEVELAND:** Wesley Memorial United Methodist Church  
3405 Peerless Road • Cleveland, TN 37312  
From Chattanooga, take I-75N, Exit 25. Turn left. Go to second traffic light & turn left onto Peerless. Church is at corner of Peerless & Norman Chapel Rd.

**DUNLAP:** Sequatchie Valley Electric Co-Op  
From downtown Chattanooga, take Hwy. 27N. Take the 111N split toward Dunlap. Going over the mountain and at the bottom take the Pikeville/Dunlap Hwy. 127 exit (there is no number for this exit). Take a right off the exit onto north 127 and go about .3 miles. The SVEC is on the left.

**EAST RIDGE:** Jones Memorial United Methodist Church  
4131 Ringgold Road, East Ridge, TN 37412  
From I-24, take Exit 181-A (US 41-South) toward East Ridge. Take slight right and follow road through the Bachman Tunnel. Follow Ringgold Road. Church is on left.

**FT. OGLETHORPE:** Ft. O. United Methodist Church  
1733 Battlefield Parkway • Ft. Oglethorpe, GA 30742  
From downtown Chattanooga on I-24 E / US-27 S, take the Rossville Blvd./US-27 S exit (Exit #180B). Turn slight right onto Rossville Blvd./US-27/TN-27. Continue to follow US-27 S (crossing into Georgia). Turn left onto GA-2A / Battlefield Pkwy. Make a U-turn onto Battlefield Pkwy./GA-2W.

**OOLTEWAH:** Ooltewah Baptist Church  
5514 Main Street • Ooltewah, TN 37363  
From I-75, take Ooltewah Exit #11. Turn right onto Main Street (just past Ooltewah Elem. School). Church is on left.



“LEADERS DON’T FORCE PEOPLE TO FOLLOW THEM—THEY INVITE THEM ON A JOURNEY.”

- CHARLES S. LAUER



# Girl Scouts

## ADULT WORKSHOP REGISTRATION

If you have an email address, please register for Fall Workshops **ON-LINE** at [www.mbgsc.org](http://www.mbgsc.org).

Watch for new website address beginning 10/1/09.

**Registrations will NOT be accepted by phone.**

### IDENTIFICATION

Troop # \_\_\_\_\_ Service Unit \_\_\_\_\_ Level \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Day Phone ( ) \_\_\_\_\_ Evening Phone ( ) \_\_\_\_\_

E-Mail \_\_\_\_\_ Volunteer Position \_\_\_\_\_

Restrictions or Special Needs \_\_\_\_\_

**Racial/Ethnic Origin:** This information will be used for monitoring purposes only. You are not required to respond.

\_\_ Am. Indian or Alaskan Native \_\_ Asian or Pac. Islander \_\_ Black \_\_ White \_\_ Other \_\_ Also of Spanish/Hispanic origin

WORKSHOP COURSE	LOCATION	DATE / TIME	COURSE FEE*

*\*If applicable.*

**TOTAL**

**\$**

### SUBMIT TO



## Girl Scouts

**Girl Scouts**

P.O. Box 15969 (1936 Dayton Blvd.)

Chattanooga, TN 37415-0969

423 877 2688 • 800 446 2472

F 423 877 5587

### PAYMENT INFORMATION

Cash (Do not send cash through the mail)

Check/M.O. (Made payable to Girl Scouts)

Credit Card (Minimum of \$5 to charge payment by credit card)

Expiration Date \_\_\_\_\_  Visa  MC  Discover

Card # \_\_\_\_\_

Name on Card \_\_\_\_\_

Signature \_\_\_\_\_

**KEEP A COPY FOR YOUR INFORMATION & FILE  
MAKE ADDITIONAL COPIES IF NEEDED**

**Office Use Only:**  Cash  Check/MO  Credit Card

Amt. Paid \$ \_\_\_\_\_

Date \_\_\_\_\_ Receipt # \_\_\_\_\_