

# ADULT EDUCATION OPPORTUNITIES

# ADULT EDUCATION OPPORTUNITIES

Dear Girl Scout Volunteer:

Helping girls grow, learn, and have fun is what Girl Scouts is all about. Achieving such a purpose requires dedication and commitment by all adult members. It also requires good preparation.

The adult development manager and volunteer trainers salute you, the volunteers, for making the commitment to lead and help girls grow strong. We take your needs and feedback into consideration and are continually changing the courses we offer in order to meet those needs.

Girl Scouts of NOARK Council offers a wide variety of learning opportunities for both new and experienced volunteers. All adults are invited to enroll in as many courses as they choose. Every consideration will be given to arranging additional courses to meet your needs. Please direct inquiries or requests to one of the staff at the Fayetteville Service Center.

Please note that sometimes changes need to be made to the training schedule. You will be notified of any changes in the monthly "News for Volunteers". They will also be posted on the website at [www.girlscoutsofnoark.org](http://www.girlscoutsofnoark.org).

Melodie Marcks

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## How to Register for A Course

***Register for all courses at least one week in advance unless otherwise noted.***

Courses without Fees: You may register by mail, fax, phone, or email for a course with no fees.

Course with Fees: Register by mail if using a check or credit card information.  
Register by fax if using credit card information.

Registration will not be processed without applicable fee enclosed.

*Fees will not be refunded without a 24 hour cancellation notice.  
Fees will be refunded if the course is full or cancelled.*

**Mail** registration forms to: Girl Scouts of NOARK Council  
2080 E. Joyce Blvd.  
Fayetteville, AR 72703  
Attn: Registrar

**Fax** registration forms to: (479) 695-1824

**Email** registration to: [loraj\\_noarkgsc@hotmail.com](mailto:loraj_noarkgsc@hotmail.com)

**Phone** registration to: 800-299-3914, ext. 1835  
479-695-1835

# FREQUENTLY ASKED QUESTIONS

## ➤ Who are these courses for?

- ❖ A new leader or new co-leader of a troop.
- ❖ A volunteer who is new to the Girl Scout organization.
- ❖ A volunteer moving to the NOARK Council.
- ❖ Volunteers preparing for the next age level.
- ❖ A leader looking for new skills to take to her troop.

These courses offer a way for new volunteers to exchange ideas & learn with experienced volunteers to help solve problems, create partnerships, and reinforce the standards and traditions of Girl Scouting. Often, volunteers learn as much from the networking and interaction of the class as from the resource materials used.

## ➤ What courses can I take?

Council sponsored educational programs are open to all registered volunteers. Some volunteer positions do have required courses. (See chart below.) Some courses have a pre-requisite that must be completed before the desired course can be taken.

## ➤ What courses are required for volunteers?

Course	Troop Leader Required Courses	Co-Leader Required Courses	Required Courses for Special Troop Functions	Service Team Members Required Courses
V.I.P. (1)	●	●		●
Girl Scout Basics (2)	●	●		●
Safety & Risk Management (3)	●		●	
Age Level (4)	●		●	
First Aid/CPR (5)			●	
Cookie Program (6)			●	
Service Team Training (7)				Appropriate position course
Outdoor Skills Level I (8)			●	
Outdoor Skills Level II (9)			●	
Outdoor Skills Level III (10)			●	

- (1) A very important class for Very Important People. The V.I.P. class is taken BEFORE meeting with the girls.
- (2) Girl Scout Basics is offered on-line or as a home study course.
- (3) Safety & Risk Management is a pre-requisite for ANY of the Outdoor Skills courses.
- (4) Age level courses are Daisy, Brownie, Junior, or Older Girl. Daisy Leader training is a home study course.
- (5) First Aid/CPR certification is required for specific troop activities as listed in Safety-Wise; does not have to be troop leader.
- (6) Troop Cookie Manager; does not have to be the leader.
- (7) Service Unit Chair, Treasurer, and Registrar. Consult your membership specialist concerning this course.
- (8) Level I prepares troops for overnight stays in buildings. Pre-requisite for Level II.
- (9) Level II prepares Junior or Older Girl troops for staying in tents at developed campsites. Pre-requisite for Level III.
- (10) Level III prepares Older Girl troops for wilderness camping at undeveloped sites.

➤ **Is there a cost for these courses?**

Most courses are offered at no charge and provided as a service of Girl Scouts of NOARK Council. Some include a fee for food and/or supplies. Every effort is made to keep costs at a minimum.

➤ **May I use troop funds to pay for courses?**

Yes, it is a legitimate use of troop funds to pay for all or part of the cost of any course. You may also use the Adult Scholarship Form located in the "Forms" section of the Green Guide.

➤ **Are there any classes offered online or as home study courses?**

Yes! *Girl Scout Basics* is available online! For the on-line course go to <http://training.girlscouts.org>. Select the Basic Orientation module. After you have filled out your registration information, the site will take you to the first page of the course. Then simply follow the prompts.

*Girl Scout Basics* is also available as a home study course. Contact your Membership Specialist or the Adult Development Manager to complete this course.

*Daisy Age Level* is only offered as a home study course. You may download this course by going to the Council website [www.girlscoutsofnoark.org](http://www.girlscoutsofnoark.org) and click on Forms or Find it Fast. Or Contact your Membership Specialist or the Adult Development Manager to complete this course.

➤ **Who are the instructors?**

A team of volunteers and Girl Scout staff conduct council courses. If you have an interest in teaching Girl Scout volunteers, call Melodie Marcks at (479) 695-1833.

➤ **What if I don't register for a course? Can I still come?**

Only if you notify us first! There may be times when we can't accommodate a late registrant. Please pre-register!

➤ **What if I register and then can't come?**

We realize that sometimes it is necessary for you to cancel your registration. Please try to give us at least 24 hours notice if you need to cancel. Trainers prepare ahead for these courses and need to know how many are coming. We may be able to make room for another volunteer if the class size is limited. If you have paid a fee and must cancel, and do so ahead of time, you will receive a refund. If you do not cancel and do not attend, you will be considered a "no-show". If you are a "no-show" for a course that requires a fee, the fee will not be refunded.

➤ **How do I know if a course has been cancelled?**

Classes with fewer than six registrants are subject to cancellation. Council staff will do their best to notify everyone if a course is cancelled for any reason. In the event of severe weather conditions, please check our Program/Training Weather Hotline at 1-479-695-1845.

➤ **Is childcare provided?**

No. This is an adult educational experience. Children may detract from the learning environment.

➤ **What should I bring to training?**

- ◆ A pen or pencil and some paper to take notes.
- ◆ *Safety-Wise* & the appropriate level resources. (Ex. *Brownie Handbook*, *Try-It Book* & *Leader's Guide*)
- ◆ Your questions.
- ◆ If special items are required, they will be listed in your confirmation.

➤ **Will the Council Shop be open on "Training" Saturdays?**

Yes, the Council Shop will be open from 11:30am – 1pm on Saturdays when training is being held at the Program/Service Center in Fayetteville. This allows for the convenient purchase of Troop books & supplies.

# COUNCIL TRAINERS

Volunteer trainers play a vital role in the development and presentation of adult educational opportunities. These volunteers devote many hours to learning and perfecting the skills necessary to plan, design, deliver, and evaluate the many course offerings available to our volunteers. Many of them devote additional hours to achieve Experienced and Master trainer status, or to become certified as a training specialist in a particular area. The Volunteers currently certified as council trainers and actively teaching courses are:

- |                    |                                |                            |
|--------------------|--------------------------------|----------------------------|
| ▪ Susie Blackwell  | Experienced Trainer            | Stone County Service Unit  |
| ▪ Cendy Fite       | Experienced Trainer            | Springdale Service Unit    |
| ▪ Janet Mitchell   | Apprentice Trainer             | Springdale Service Unit    |
| ▪ Lani Froelich    | Experienced Trainer            | Staff                      |
| ▪ Lynell Henderson | Experienced Trainer            | Springdale Service Unit    |
| ▪ Eric Eckberg     | Experienced Trainer            | White River Service Unit   |
| ▪ Veronica Haile   | Experienced Trainer            | Heber Springs Service Unit |
| ▪ Cindy Scully     | Experienced Trainer            | Heber Springs Service Unit |
| ▪ Penny Christy    | Experienced Trainer            | Ozark Trails Service Unit  |
| ▪ Lori Johnson     | Experienced Trainer            | Bentonville Service Unit   |
| ▪ Kathy Johnson    | Experienced Leadership Trainer | Rogers Service Unit        |
| ▪ Rebecca Son      | Experienced Leadership Trainer | Wilburn Service Unit       |
| ▪ Penny Burgett    | Experienced Outdoor Trainer    | Stone County Service Unit  |
| ▪ Betty Wood       | Master Trainer                 | Rogers Service Unit        |
| ▪ Carmen Newberry  | Master Trainer                 | Fayetteville Service Unit  |
| ▪ Deborah Cotten   | Master Trainer                 | Springdale Service Unit    |
| ▪ Melodie Marcks   | Adult Development Manager      | Staff                      |



# COURSE SCHEDULE

## V.I.P.      **A Very Important Preview for a Very Important Person!**

The V.I.P. course is required for new Girl Scout leaders, co-leaders and experienced leaders who are new to NOARK Council. ***It is the prerequisite for all other trainings.*** This course gives an orientation to forms and procedures that must be taken prior to meeting with the girls and/or their parents. The course provides all the necessary information, guidance, and tips, needed to hold that first meeting with confidence and assurance. ***Please check our website at [www.girlscoutsofnoark.org](http://www.girlscoutsofnoark.org) or contact your staff Membership Specialist for a current schedule of V.I.P. sessions.***

## Girl Scout Basics

This course is offered on-line *or* as a home study course for those without internet access. Girl Scout Basics is designed to help volunteers new to Girl Scouting learn about our organization and what that means for the adult volunteer. Topics include: What Makes Girl Scouting Unique?, What Makes Girl Scouting for All Girls?, What Makes a Great Girl Scout Leader?

To register for Girl Scout Basics on-line go to our website at: [www.girlscoutsofnoark.org/finditfast.htm](http://www.girlscoutsofnoark.org/finditfast.htm). Click on Training – Girl Scout Basics On-Line for instructions. Or phone our registrar Lora Jones at 800-299-3914 or (479) 695-1835. You will need to have Internet Explorer 4/0 or later or Netscape Navigator 4.0 or later and Shockwave. Shockwave software allows you to use the interactive portions of the session. It is free and easily installed from the link provided on page two of the module introduction. ***To receive the home study Basics course, please contact the Adult Development Manager or your Membership Specialist.***

## Daisy Age Level

This is a home study course that is designed to prepare adult volunteers to work with Daisy Troops. Topics include: Getting to know the Daisy Girl Scout Program, Teaching Girls About Respecting Diversity, Taking Trips, Assessing Your Success as a Leader, and Planning Troop/Group Meetings. ***Please contact the Adult Development Manager or your Membership Specialist to receive your Daisy Age Level home study course.***

## Safety and Risk Management

***This is a pre-requisite for any Outdoor Skills course!*** This course is designed to help volunteers understand their part in the safety & risk management system and what they can do to make Girl Scouting a safe, rewarding experience for all girls. Topics include: Why Do We Need Safety and Risk Management?, What are the Risks?, What Can You Do?, Paperwork, Safety Wise – Your Safety Bible!, Putting It All Together.

***Please bring your copies of the Safety-Wise Manual and The Green Guide to this session!***

Date	Location	Place	Time	Deadline
Sept. 23, 2006	Mt. Home	Redeemer Lutheran Church 353 Hwy. 5 North	9am – noon	Sept. 15, 2006
Oct. 14, 2006	Fayetteville	NOARK Program/Service Center	9am - noon	Oct. 6, 2006
Oct. 28, 2006	Heber Springs	Housing Authority Office Spring at Park Street	9am – noon	Oct. 20, 2006
Nov. 18, 2006	Fayetteville	NOARK Program/Service Center	9am – noon	Nov. 10, 2006
March 31, 2007	Harrison	First United Methodist Church 1100 W. Bower	9am - noon	March 23, 2007
April 28, 2007	Fayetteville	NOARK Program /Service Center	9am - noon	April 20, 2007
May 19, 2007	Mt. View	St. Mary's Catholic Church 17068 Hwy. 66	9am – noon	May 11, 2007

## Brownie Age Level

This course is for volunteers working with Brownie Girl Scout troops. It is designed to prepare volunteers to work with girls at the Brownie age level. Topics include: Working with girls aged 6 - 8, Program Resources for Brownie Girl Scouts, Girl/Adult Partnership in the Brownie Girl Scout Meeting, The Program for Brownie Girl Scout Awards, Troop Financing, Meeting and Calendar Planning, Adapting Program Activities, and Recruiting Adult Support. ***Please bring your copies of the Brownie Handbook, Try-It Book, and Brownie Leader's Guide to the session!***

Date	Location	Place	Time	Deadline
Sept. 23, 2006	Mt. Home	Redeemer Lutheran Church 353 Hwy. 5 North	1 – 4pm	Sept. 15, 2006
Oct. 14, 2006	Fayetteville	NOARK Program/Service Center	1– 4pm	Oct. 6, 2006
Oct. 28, 2006	Heber Springs	Housing Authority Office Spring at Park Street	1– 4pm	Oct. 20, 2006
Nov. 18, 2006	Fayetteville	NOARK Program/Service Center	1– 4pm	Nov. 10, 2006
March 31,2007	Harrison	First United Methodist Church 1100 W. Bower	1– 4pm	March 23, 2007
April 28, 2007	Fayetteville	NOARK Program/Service Center	1– 4pm	April 20, 2007
May 19, 2007	Mt. View	St. Mary's Catholic Church 17068 Hwy. 66	1– 4pm	May 11, 2007

## Junior Age Level

This course is for volunteers working with Junior Girl Scout troops. It is designed to familiarize the volunteer with all the aspects of the Junior Girl Scout program. Topics include: Highlights of the Junior Girl Scout Program Resources, Characteristics of Junior Girl Scouts, Girl/Adult Partnership Defined, Hands-on Experience with Troop Planning, Development of Innovative Girl/Adult Partnerships, Methods for Assessing Success as Leaders and Volunteers, and Strategies for Getting Help with Program Activities. ***Please bring your copies of the Junior Handbook, Junior Badge Book, and Junior Leader's Guide to the session!***

Date	Location	Place	Time	Deadline
Sept. 23, 2006	Mt. Home	Redeemer Lutheran Church 353 Hwy. 5 North	1– 4pm	Sept. 15, 2006
Oct. 14, 2006	Fayetteville	NOARK Program/Service Center	1– 4pm	Oct. 6, 2006
Oct. 28, 2006	Heber Springs	Housing Authority Office Spring at Park Street	1– 4pm	Oct. 20, 2006
Nov. 18, 2006	Fayetteville	NOARK Program/Service Center	1– 4pm	Nov. 10, 2006
March 31,2007	Harrison	First United Methodist Church 1100 W. Bower	1– 4pm	March 23, 2007
April 28, 2007	Fayetteville	NOARK Program/Service Center	1– 4pm	April 20, 2007
May 19, 2007	Mt. View	St. Mary's Catholic Church 17068 Hwy. 66	1– 4pm	May 11, 2007

## Older Girl Age Level

This course is for volunteers working with Cadette and Senior Girl Scouts. It is designed to familiarize you with all aspects of the older girl program. Topics include: Characteristics of teen-age girls, Being a Mentor/Facilitator vs. Leader, Traveling with Older Girls, Letting the Girls Lead, Tips for Handling Sensitive Issues, and Fitting Girl Scouts into Busy Teen Schedules. ***Please bring your copies of program materials to the session!***

Date	Location	Place	Time	Deadline
Sept. 9, 2006	Huntsville	Camp NOARK	11:30 – 1pm	Sept. 1, 2006
Sept. 23, 2006	Mt. Home	Redeemer Lutheran Church 353 Hwy. 5 North	10:30 - noon	Sept. 15, 2006
Oct. 28, 2006	Heber Springs	Housing Authority Office Spring at Park Street	10:30 - noon	Oct. 20, 2006
April 28, 2007	Fayetteville	NOARK Program/Service Center	10:30 - noon	April 20, 2007

## First Aid/CPR

A Girl Scout first aider is an adult who has taken Girl Scout council-approved first-aid and CPR training. First aiders are needed for physically demanding activities and other activities involving a potential for injury. Troop activities requiring a first aider are indicated in the activity checkpoints Safety-Wise. The troop/group first aider can be any registered adult; often a Troop parent will already be certified in First Aid and CPR through their place of work and can act as the Troop "First Aider". This designated adult must have *both* First Aid and CPR training. You are NOT required to attend a council-sponsored class. Girl Scouts of NOARK Council offers First Aid/CPR on a limited basis due to the cost of the course materials and a scarcity of certified trainers. You may participate in ANY American Red Cross or American Heart Association course.

The American Red Cross has two offices that provide training within our Council boundaries. You can contact their Tontitown Office at (479) 442-4291 or toll free at 1-866-692-7572. They can be reached at their Harrison office by phoning (870)743-2024. The Adult CPR & Standard First Aid course is appropriate for Troops with girls over age 8. If your troop has girls under age 8, you will need to take the Community First Aid and CPR course. The Red Cross training schedule can be accessed on-line at [www.nwarkansasredcross.org](http://www.nwarkansasredcross.org). For some troops it may be more convenient to travel to Conway for Red Cross CPR/First Aid training. You can reach the Conway office of the American Red Cross by phoning (501) 329-3571 or on-line at [www.arcfaulkner.net](http://www.arcfaulkner.net).

## First Aid/CPR      Fee: \$50

Date	Location	Place	Time	Deadline
Nov. 11, 2006	Rogers	First Christian Church 905 South 13 <sup>th</sup> Street	9am – 5pm	Nov. 3, 2006
April 21, 2007	Rogers	First Christian Church 905 South 13 <sup>th</sup> Street	9am – 5pm	April 13, 2007

## First Aid/CPR Recertification      Fee: \$10

Date	Location	Place	Time	Deadline
Nov. 11, 2006	Rogers	First Christian Church 905 South 13 <sup>th</sup> Street	4:00 – 5:00pm	Nov. 3, 2006
April 21, 2007	Rogers	First Christian Church 905 South 13 <sup>th</sup> Street	4:00 – 5:00pm	April 13, 2007

***If you attend a class that is not sponsored by the NOARK Council,  
please forward a copy of your certification to us.***

# Outdoor Skills Courses

Our Outdoor Skills Courses are offered at three levels and are based on GSUSA's Basic 8 Progressive Outdoor Learning Experiences. Troops that wish to explore the out-of-doors must have a registered adult take the appropriate Outdoor Skills Level Course. The Troop Outdoor Specialist does not have to be the Troop Leader or Co-Leader.

*The Safety and Risk Management course is a pre-requisite for any Outdoor Skills course.*

## Outdoor Skills Level I: Getting Ready to Camp      Fee: \$15

This course is for adults working with Brownie Troops. The course prepares troops for overnight stays in buildings such as those at Camp NOARK, motels, or church lock-ins. This course focuses on preparing young girls to eventually camp outside as they mature and gain outdoor skills.

***Brownie volunteers wanting to take Level II MUST take this course first!***

Date	Location	Place	Time	Deadline
Oct. 14, 2006	Mt. View	First Service Bank 410 Sylamore Ave	9am – 4pm	Sept. 29, 2006
Feb. 10, 2007	Huntsville	Camp NOARK	9am – 4pm	Jan. 26, 2007

## Outdoor Skills Level II: Campsite Skills      Fee: \$30

(Fee includes Outdoor Education in Girl Scouting Book)

This is an intermediate skills course for adults working with Brownie, Junior or Older Girl Troops. The course prepares troops for spending overnights in tents at developed campsites such as Camp NOARK, or city, county, state or national parks. Adults taking this course will be spending the night in a tent.

***Adults working with Brownies MUST take Level I prior to registering for Level III!  
Level II is a pre-requisite for the Outdoor Skills Level III course.***

Date	Location	Place	Time	Deadline
Oct. 7 & 8, 2006	Huntsville	Camp NOARK	9am Saturday - 10am Sunday	Sept. 22, 2006
April 28 & 29, 2007	Mt. View	Blanchard Springs	9am Saturday - 10am Sunday	April 13, 2007

## Outdoor Skills Level III: Wilderness Camping      Fee: \$20

This course is an advanced skills course for adults working with Older Girl troops. The course prepares troops to do primitive wilderness camping in areas not having developed campsites.

***To enroll in this course you must complete Level II training first.***

Date	Location	Place	Time	Deadline
May 5, 2007	Huntsville	Camp NOARK	9am Saturday - 10am Sunday	April 20, 2007

***A confirmation letter will be sent to all registrants listing materials that they will need to bring to the Outdoor Skills courses, including a map with directions to the training location.***