

Newcomer Award
Reviewed in Service Area or by Council Review Committee

The Newcomer Award recognizes a volunteer who has served in a new position for not more than two years and has fulfilled her position in an exceptional manner.

Criteria: This award has two tracks: (Troop and Local) or (Service Area Team Members, Regional and Council Level Volunteers). The criteria are slightly different depending on the track.

The candidate:

For troop-level volunteers, the candidate:	For other volunteers, the candidate:
<ul style="list-style-type: none"> • is a current registered member of GSUSA • has successfully served in a new position in a troop for not more than two years and has fulfilled her position in an exceptional manner • served no more than two years in the position by Sept. 30 of the year prior to nomination (For nomination in 2019, the volunteer could not have served in the position before Oct. of 2016.) 	<ul style="list-style-type: none"> • is a current registered member of GSUSA • has successfully served in a new position at the Service Area team or council level for not more than two years and has fulfilled her position in an exceptional manner • served no more than two years in the position by Sept. 30 of the year prior to nomination (For nomination in 2019, the volunteer could not have served in the position before Oct. of 2016.) •
Send nomination forms and letters of endorsement to the Service Area committee.	Send nomination forms and letters of endorsement to the council recognitions committee.

Nominated by and Endorsed by: An individual familiar with the service performed and willing to coordinate the submission of the nomination and any follow-up questions submits a nomination form including a list of individuals (or groups of individuals) that have agreed to write Letters of Endorsement. Candidates for the Newcomer Award at the troop level need one letter of endorsement while candidates at the Service Area or council level need two letters of endorsement. The person submitting the nomination may be one of the individuals endorsing the candidate. All letters of endorsement need to be individually written and provide specific accounts of the service provided by the candidate.

Approval: Troop level nominations are submitted to and reviewed by the Service Area committee. If there is no Service Area committee, attach a staff letter confirming this and submit materials to the council committee. Nominations and letters of endorsement for other nominees are submitted for review by the council recognitions committee.

Form of Recognition: The troop level Newcomer Pin is presented at a Service Area event; other Newcomer Awards are presented at a Council level Awards event.

**Deadline for Completed Submission:
2nd Monday in February**

Newcomer Award Nomination Form

The Newcomer Award recognizes a volunteer who has served in a new position for not more than two years and has fulfilled her position in an exceptional manner.

This award has two tracks: (Troop and Local) or (Service Area Team Members, Regional and Council Level Volunteers). The criteria are slightly different depending on the track.

This nomination is for the (check one): _____ Troop/Local Level _____ Broader Level

Contact Information:

	Candidate: Person Being Nominated	Sponsor: Person Submitting the Nomination
Name:		
Address:		
Phone:		
e-mail:		
Previous awards and dates:		

Confirmation of eligibility:

- _____ Registered adult Girl Scout in good standing
- _____ Submission of this nomination form along with letters of endorsement where the endorsers are not related to the nominee. **One** letter is required for the troop or local level award; **two** letters are required for the Service Area, Regional, or Council level award.
- _____ Verification that the candidate had not served more than two years in the position as of September 30 of the year prior to being nominated.

The letters of endorsement must be independently written and address the following:

- Context (how the endorser knows the person being nominated)
- Specific information/support for how the candidate has fulfilled her position in an exceptional manner.
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	Name and address of individuals providing letters of endorsement—The person submitting the nomination may serve as one of the endorsers.
1	
2	

[Preferred submission method]: Collect all letters of endorsement and send a complete nomination packet as attachment(s) to an email sent to adultrecognitions@gshg.org.

[Alternative method]: Have each person completing a document submit her part as separate attachments to an email submitted to adultrecognitions@gshg.org and include the following in the body of the email: award name, name of the individual being nominated, name of the sponsor, and name of the individual(s) associated with the attachment(s).

----- **Office Use Only** -----

Award: Newcomer Application #: _____

Newcomer Endorsement Cover Page

Troop and Local or Service Area Team Members, Regional and Council Level Volunteers

This nomination is for the (check one): _____ Troop/Local Level _____ Broader Level

Name of the person being nominated: _____

Name of the person providing this endorsement: _____

Name of the Sponsor (person coordinating the nomination): _____

DO NOT USE THE NAME OF THE PERSON BEING NOMINATED IN THE LETTER OF ENDORSEMENT. [Instead use statements such as: “As a member of _____ committee”, “She used professional experience as a _____” ...]

Attach this cover page to your letter of endorsement or include it as the first page of an electronic file where your letter starts on page 2. The review process uses “blind” reviews, so this page will be removed from the material going to the Review Committee. The committee will expect each person providing an endorsement to provide her own perspective about the candidate—rather than a form letter used by multiple endorsers.

DO include specific information related to the following:

- Context (how the endorser knows the person being nominated)
- Specific information/support for how the candidate has fulfilled her position in an exceptional manner.
- Years the candidate has served in this position

Type or neatly write your endorsement on a separate page (Remember NOT to use the person’s name since these go through a blind review process; do NOT sign your name).

Once complete, submit your letter of endorsement following the instructions provided by the person coordinating the nomination (the sponsor). Note: This person may give you an earlier deadline than the council deadline to allow her time to assemble all material and submit a single completed nomination packet in one email.

----- Office Use Only -----

Award: Newcomer Application #: _____