



## Required Volunteer Role Learning Index

gsLearn is GSUSA's new Learning Management System. Starting September 5, 2023, GSNorCal will have all volunteer role training on gsLearn. With gsLearn, volunteers have a single **MyGS** account to access their registration, Volunteer Toolkit, and now gsLearn.

In gsLearn, volunteers will be able to **enroll** in their role's learning path, which houses the minimum training requirements for that role. For instance, a Troop Treasurer will enroll in the Troop Treasurer Learning Path where they will have access to all the required courses.

Below are some gsLearn terms to help you gain an understanding of gsLearn's structure. On the following pages, we list our current Volunteer Role Learning Paths with their **required courses and modules**. Check this resource often for updates.

**Learning Paths** are groups of courses to be completed on a related topic.

- All of our volunteer roles and some courses will be set up as learning paths.
- Users must enroll in their volunteer role learning path through the Content Library.
- Completion of most learning paths will also award a certificate.

**Courses** are groups of modules to be completed on a related topic. Courses can:

- Be in multiple learning paths (cross-completion)
- Be optional or required
- Be equivalent to each other (complete course A or B)
- Have a certificate awarded for proof of completion
- Have a compliance date (take every \_\_ yrs)

**Modules** are interactive online lessons. Each module focuses on a specific topic. Modules can:

- Be in multiple courses (cross-completion)
- Be optional or required
- Link to in-person and webinar registrations
- Provide additional information and resources

**Cross-completion** means if you complete a module in one course, it is marked complete in all courses. So if you choose a new course, you only need to complete the new modules. The same goes for courses in learning paths.

New Troop Leaders have the option of completing one of the following Learning Paths.

### 636 New Troop Leader - Option 1: Online Modules

#### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

#### GSUSA New Leader Onboarding: Your First Troop Meetings

- First Troop Meeting
- Survey: Your First Troop Meeting

#### GSUSA New Leader Onboarding: Family Engagement – The Key to Success

- Part I Family Engagement - What is it, Why is it important, and How to do it
- Part II Family Engagement - How to Plan a Parent/Caregiver Meeting

#### GSUSA Delivering Inclusive Program

- Delivering Inclusive Program

#### 636 Getting Started as a New Troop Leader

- Your Role as Troop Leader
- Financial Best Practices
- Opening Your Troop Bank Account
- Funding Your Troop
- Volunteer Safety Guidelines
- Girl & Caregiver Responsibilities
- Adult-to-Girl Ratios
- Permission and Health History Forms
- Meeting Place Safety
- Contracts & Certificates of Insurance
- Exploring Beyond the Meeting Place
- Using Safety Activity Checkpoints

or

### 636 New Troop Leader or Troop Admin - Option 2: Live Webinar

#### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

#### 636 New Troop Leader Live Webinar Course Option

- New Troop Leader Live Webinar Course Registration
  - Note: completion for course is given after attending the whole session.

#### Helpful Training Resources:

- New Troop Leader Training Requirements  
<https://www.gsnorcal.org/content/dam/gsnorcal-redesign/documents/registration/new-leader-onboarding-learning-path.pdf>
- Adult Learning Matrix | Traditional Troop Model  
[https://www.gsnorcal.org/content/dam/gsnorcal-redesign/documents/volunteer\\_resources/troop/adult-learning-matrix-traditional-troop.pdf](https://www.gsnorcal.org/content/dam/gsnorcal-redesign/documents/volunteer_resources/troop/adult-learning-matrix-traditional-troop.pdf)
- New Troop Leader Webinar Companion  
[https://www.gsnorcal.org/content/dam/gsnorcal-redesign/documents/volunteer\\_resources/troop/new-troop-leader-webinar-companion.pdf](https://www.gsnorcal.org/content/dam/gsnorcal-redesign/documents/volunteer_resources/troop/new-troop-leader-webinar-companion.pdf)

Co-Op Troop Leaders have different job responsibilities as Troop Admins and Program Coordinators. A Co-Op Troop should have at least two volunteers, each should take the appropriate learning path for their role.

### 636 New Co-Op Troop Admin - Option 1: Online Modules

#### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

#### GSUSA New Leader Onboarding: Your First Troop Meetings

- First Troop Meeting
- Survey: Your First Troop Meeting

#### GSUSA New Leader Onboarding: Family Engagement – The Key to Success

- Part I Family Engagement - What is it, Why is it important, and How to do it
- Part II Family Engagement - How to Plan a Parent/Caregiver Meeting

#### GSUSA Delivering Inclusive Program

- Delivering Inclusive Program

#### 636 Getting Started in a Co-Op Troop: Troop Admins

- Your Role as a Co-Op Troop Leader
- Financial Best Practices
- Opening Your Troop Bank Account
- Funding Your Troop
- Volunteer Safety Guidelines
- Girl & Caregiver Responsibilities
- Adult-to-Girl Ratios
- Permission and Health History Forms
- Meeting Place Safety
- Contracts & Certificates of Insurance
- Exploring Beyond the Meeting Place
- Using Safety Activity Checkpoints

### 636 New Co-Op Troop Program Coordinator

#### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

#### GSUSA New Leader Onboarding: Your First Troop Meetings

- First Troop Meeting
- Survey: Your First Troop Meeting

#### GSUSA Delivering Inclusive Program

- Delivering Inclusive Program

#### 636 Getting Started in a Co-Op Troop: Program Coordinator

- Your Role as a Co-Op Troop Leader
- Volunteer Safety Guidelines
- Girl & Caregiver Responsibilities
- Adult-to-Girl Ratios
- Meeting Place Safety
- Contracts & Certificates of Insurance
- Exploring Beyond the Meeting Place
- Using Safety Activity Checkpoints

#### Helpful Training Resources:

- **Co-op Troop Leader Training Requirements**  
[https://www.gsnorcal.org/content/dam/gsnorcal-redesign/documents/volunteer\\_resources/troop/co-op-troop-online-learning-matrix.pdf](https://www.gsnorcal.org/content/dam/gsnorcal-redesign/documents/volunteer_resources/troop/co-op-troop-online-learning-matrix.pdf)
- **Adult Learning Matrix | Traditional Troop Model**  
[https://www.gsnorcal.org/content/dam/gsnorcal-redesign/documents/volunteer\\_resources/troop/adult-learning-matrix-co-op.pdf](https://www.gsnorcal.org/content/dam/gsnorcal-redesign/documents/volunteer_resources/troop/adult-learning-matrix-co-op.pdf)

## 636 Troop Treasurer

### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

### 636 Getting Started as a Troop Treasurer

- Welcome to Girl Scouts
- Your Role as a Troop Treasurer

### 636 Opening Your Bank Account

- Bank Account Basics
- Opening Your Troop Bank Account

### 636 Troop Finance Basics

- Financial Best Practices
- Funding Your Troop
- Girl-Led Money Management
- Troop Finance Report Overview

### 636 Collecting Payments & Money-Earning

- Collecting Payments
- Safeguarding Private Information

## 636 Troop Chaperone/Helper

### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

### 636 Getting Started as a Troop Chaperone/Helper

- Welcome to Girl Scouts
- Your Role as a Troop Chaperone/Helper
- Girl Scout Leadership Experience
- Essential Girl Scout Experience

### 636 Keeping Girl Scouts Safe

- Volunteer Safety Guidelines
- Girl & Caregiver Responsibilities
- Adult-to-Girl Ratios
- Permission and Health History Forms
- First Aid Kits
- Emergency Management
- Using Safety Activity Checkpoints

## 636 Trip & Outdoor Advisor

### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

### 636 Getting Started as the Trip & Outdoor Advisor

- Welcome to Girl Scouts
- Trip & Outdoor Advisor: Roles and Responsibilities
- Girl Scout Leadership Experience
- Essential Girl Scout Experience

### 636 Safety-Wise

- Volunteer Safety Guidelines
- Girl & Caregiver Responsibilities
- Adult-to-Girl Ratios
- Permission and Health History Forms
- Meeting Place Safety
- Contracts & Certificates of Insurance
- First Aid Kits
- Using Safety Activity Checkpoints
- Exploring Beyond the Meeting Place
- Emergency Management
- Purchasing Additional Insurance

### 636 Planning for Trips and Outdoor Activities

- Trip & Outdoor: Progression & Readiness
- Trip & Outdoor: Basic Planning and Logistics
- Trip & Outdoor: Budgeting
- Trip & Outdoor: Safety Guidelines
- Trip & Outdoor: Group Management

Trip & Outdoor Advisors must also take the following individual courses based on the activities they will be doing. Check out the [Trip & Outdoor Advisor Matrix](#) for more information.

### 636 Sleep In

- Sleep In

### 636 Cook In

- Cook In

### 636 Campfire

- Campfire

### 636 Cook Out

- Cook Out

### 636 Sleep Out

- Sleep Out

### 636 Regional Travel

- Regional Travel

### 636 Extended Travel Live Webinar Course

- Extended Travel Live Webinar Course Registration

### 636 Backpacking In-Person Course

- Backpacking In-Person Course Registration

## 636 Camp Out Course

### 636 Campfire

- Campfire

### 636 Cook Out

- Cook Out

### 636 Sleep Out

- Sleep Out

### 636 Camp Out Assessment Test Out Option

**OR**

### 636 Camp Out In-Person Course

## 636 Troop Driver

### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

### 636 Getting Started as a Troop Driver

- Welcome to Girl Scouts
- Troop Driver Guidelines

### 636 Transporting Girl Scouts

- Traveling Guidelines
- Pre-Trip Checklist and Trip Folder
- Group Management for Driver
- Managing Breakdowns and Accidents

## 636 Troop First Aider

### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

### 636 Getting Started as a Troop First Aider

- Welcome to Girl Scouts
- First Aider Role and Responsibilities
- Managing Medication
- Planning and Communicating Safety
- Accessing and Caring for a Patient

### 636 Keeping Girl Scouts Safe

- Volunteer Safety Guidelines
- Girl & Caregiver Responsibilities
- Adult-to-Girl Ratios
- Permission and Health History Forms
- First Aid Kits
- Emergency Management
- Using Safety Activity Checkpoints

### 636 GSNorCal First Aid/CPR/AED In-Person Course (Every 2 years)

- GSNorCal First Aid/CPR/AED In-Person Course Registration

**OR**

### 636 First Aid/CPR/AED Upload - Other Organization/Employment (Every 2 years)

- First Aid/CPR/AED Upload (Other Organization/Employment)

## 636 Event First Aider

### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

### 636 Getting Started as an Event First Aider

- Welcome to Girl Scouts
- First Aider Role and Responsibilities
- Managing Medication
- Planning and Communicating Safety
- Accessing and Caring for a Patient
- First Aid Station

### 636 Keeping Girl Scouts Safe

- Volunteer Safety Guidelines
- Girl & Caregiver Responsibilities
- Adult-to-Girl Ratios
- Permission and Health History Forms
- First Aid Kits
- Emergency Management
- Using Safety Activity Checkpoints

### 636 GSNorCal First Aid/CPR/AED In-Person Course (Every 2 years)

- GSNorCal First Aid/CPR/AED In-Person Course Registration

**or**

### 636 First Aid/CPR/AED Upload - Other Organization/Employment (Every 2 years)

- First Aid/CPR/AED Upload (Other Organization/Employment)

## 636 Wilderness First Aider

### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

### 636 Getting Started as a Wilderness First Aider

- Welcome to Girl Scouts
- First Aider Role and Responsibilities
- Managing Medication
- Planning and Communicating Safety
- Accessing and Caring for a Patient

### 636 Keeping Girl Scouts Safe

- Volunteer Safety Guidelines
- Girl & Caregiver Responsibilities
- Adult-to-Girl Ratios
- Permission and Health History Forms
- First Aid Kits
- Emergency Management
- Using Safety Activity Checkpoints

### 636 GSNorCal Wilderness First Aid In-Person Course (Every 2 years)

- GSNorCal Wilderness First Aid In-Person Course Registration

**or**

### 636 Wilderness First Aid (WFA or WFR) – Proof of Completion (Other Organization) (Every 2 Years)

- Wilderness First Aid (WFA/WFR) Certificate upload (Other Organization)



## 636 Event Manager

### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

### 636 Safety-Wise

- Volunteer Safety Guidelines
- Girl & Caregiver Responsibilities
- Adult-to-Girl Ratios
- Permission and Health History Forms
- Meeting Place Safety
- Contracts & Certificates of Insurance
- First Aid Kits
- Using Safety Activity Checkpoints
- Exploring Beyond the Meeting Place
- Emergency Management
- Purchasing Additional Insurance

### 636 Event Manager

- Welcome to Girl Scouts
- Event Manager Overview
- Introduction to Event Managing
- Event Planning
- Planning Your Budget
- Safety & Emergency Planning
- Getting Ready
- Managing a Successful Event

## 636 Recognition Coordinator

### 636 Your Role as Recognition Coordinator

- Your Role as Recognition Coordinator

### 636 National/Council Awards

- National & Council Awards

**and/or**

### 636 Service Unit Awards

- Service Unit Awards



## 636 Highest Awards Advisor

### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

### 636 Getting Started as a Highest Award Advisor

- Welcome to Girl Scouts
- Highest Awards Advisor Introduction

### 636 Overview of the Highest Awards

- Understanding the Highest Awards
- Guiding Girls Through Their Highest Awards Project
- Highest Award Project Guidelines

### 636 Take Action to Earn a Highest Award

- Take Action vs. Community Service Projects
- Helping Girls Identify a Social or Community Issue
- Identifying the Root Cause of a Problem or Issue
- Selecting a Sustainable Solution
- Developing a Team Plan and Taking Action!
- Measuring and Reflecting on Project Success

Highest Awards Advisors should also take the Learning Path or course for the specific award.

### 636 Bronze Award

- Step 1 Bronze Award Basics
- Step 2 Bronze Award Team
- Step 3 Explore your Community
- Step 4 Choose your Bronze Award Project
- Step 5 Make a Plan
- Step 6 Put your Plan into Motion-Take Action
- Step 7 Spread the Word

## 636 Silver Award

### 636 GSNorCal's Silver Award Course Overview

- GSNorCal's Silver Award Overview and Resources

### 636 Silver Award Live Webinar Course

- Silver Award Live Webinar Course Registration

**or**

### 636 Silver Award Recorded Webinar

- Silver Award – Recorded Webinar

**and/or**

### GSUSA Silver Award Overview (Course 1)

- Girl Scout Silver Award Overview

### GSUSA Silver Award Requirements: A Closer Look (Course 2)

- GSUSA Silver Award Requirements\_A Closer Look

### GSUSA Silver Quest: Complete the Steps for Earning Your Silver Award (Course 3)

- Learn Prerequisites and Steps 1-3 for Earning Your Silver Award
- Learn Steps 4 and 5 for Earning Your Silver Award
- Learn Steps 6 and 7 for Earning Your Silver Award

## 636 Gold Award

### 636 Gold Award Live Webinar Course

- Gold Award Live Webinar Course Registration

**or**

### 636 Gold Award Recorded Webinar

- Gold Award – Recorded Webinar

Cookie Chairs are placed in their own team to gain access to the following required learning paths. They have the option of completing one of the following learning paths based on experience.

### 636 New Troop Cookie Chair

#### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

#### 636 Welcome to the Girl Scout Cookie Program

- Meet the Entrepreneurship Program Team
- Your Role as the Troop Cookie Chair
- Girl Scout Cookie Program Requirements
- About the Girl Scout Cookie Program
- Hot Topics - ilovecookies.org

#### 636 Girl Scout Cookie Program 2024

- Theme and Key Dates
- Troop Proceeds and Entrepreneur Rewards

#### 636 Managing the Girl Scout Cookie Program

- Ways to Sell
- Hosting Troop and Family Cookie Meetings
- Initial Orders
- Booth Sales
- Money Management
- What to Expect
- 2024 - New Troop Cookie Chair Learning Path Completion Survey

#### Helpful Training Resources:

- <https://helpcenter.gsnorcal.org/hc/en-us/articles/20272388448539-Where-can-I-access-my-Cookie-Training>

OR

### 636 Experienced Troop Cookie Chair

#### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

#### 636 Girl Scout Cookie Program 2024

- Theme and Key Dates
- Troop Proceeds and Entrepreneur Rewards

#### 636 Welcome to the Girl Scout Cookie Program

- Meet the Entrepreneurship Program Team
- Your Role as the Troop Cookie Chair
- Money Management
- Hot Topics - ilovecookies.org
- 2024 - Experienced Troop Cookie Chair Learning Path Completion Survey

### 636 Service Unit Cookie Chair

#### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

#### 636 Service Unit Cookie Chair Training

- Service Unit Cookie Chair Training

## Individual Courses

We have several courses that are required for all volunteers, these courses will appear on the home page of gsLearn until completed. Most of the modules within these courses, already appear in the volunteer role learning paths.

### 636 GSNorCal Mandated Reporter

- GSNorCal Mandated Reporter Overview
- Upload Proof of Mandated Reporter Training
- GSNorCal's Mandated Reporter Policies and Procedures

### 636 Welcome to Girl Scouts

- Welcome to Girl Scouts

### 636 Safety-Wise

- Volunteer Safety Guidelines
- Girl & Caregiver Responsibilities
- Adult-to-Girl Ratios
- Permission and Health History Forms
- Meeting Place Safety
- Contracts & Certificates of Insurance
- First Aid Kits
- Using Safety Activity Checkpoints
- Exploring Beyond the Meeting Place
- Emergency Management
- Purchasing Additional Insurance

## Optional Courses

We have several optional courses for volunteers to learn more about Girl Scouts. Check out the gsHelpCenter to see the full [Learning Path](#) and [Course](#) Catalogs

## Support

**[Check Out the gsHelpCenter for helpful gsLearn Articles](#)**

- **[Where to find gsLearn](#)**
- **[gsLearn and Mobile Devices](#)**
- **[gsLearn Video Learning Series](#)**
- **[gsLearn Troubleshooting and FAQs](#)**

Email [onlinelearning@gsnorcal.org](mailto:onlinelearning@gsnorcal.org) for help with gsLearn.