



Volunteer Toolkit (VTK) FAQs

When does the Volunteer Toolkit (VTK) launch?

The Volunteer Toolkit functionality will go hand in hand with the new login you receive mid-December. When you've created your Community Login, you will be able to access "My GS", which includes Volunteer Toolkit.

What does the Volunteer Toolkit (VTK) offer?

1. Badge and Journey-based year-long troop meeting plans
2. Meeting activities
3. Supply lists
4. Extra meeting resources
5. An easy way to add, delete, and customize meetings

Who can access Volunteer Toolkit (VTK)?

VTK can be accessed by any Girl Scout Troop!

For Girl Scout Daisy, Brownie, and Junior Troop Leaders', the Volunteer Toolkit (VTK) will have access to preplanned lessons with almost everything they need to get started for a year of fun adventures and valuable leadership skill building experiences.

At this time, the Volunteer Toolkit (VTK) does not offer preplanned lesson resources for Cadettes, Seniors, and Ambassadors (CSA). However, CSA Girl Scouts are encouraged to use VTK to take on a more active role in planning their meetings and activities. The leader is still able to login and add custom meetings that will help girls plan the upcoming year!

Leaders are encouraged to involve girls in the planning of the troop meetings as appropriate by grade level, so that they can explore more of what they love!

Do Multi-Level Troops have access to Volunteer Toolkit (VTK)?

Troops that are listed as a Multi-Level troop will have access to the Daisy, Brownie, and Junior meetings. If your troop consists of these younger levels, you can mix and match meeting plans to build a calendar for your troop. Though it's a little more time consuming than choosing the standard year plan for one level, it's a helpful way to stay organized and plan age appropriate meetings for your girls. For Multi-level troops of older girls (Cadettes, Seniors, and Ambassadors), leaders can still use the Volunteer Toolkit to create custom meetings and plan their year.

I have Volunteer Toolkit (VTK), now what?

The system is user friendly! There are some great [training videos](#) that you can watch to familiarize yourself with how it works.

You can also just jump in and play! It works like this:

1. Meet with your girls to decide what badges or Journey they want to work towards using girl-planning appropriate for their age level.
2. On the “Year Plan” tab, choose the appropriate plan based on your conversation with the girls! For Daisy, Brownie and Junior Troops there are three options: The Badge Year Plan or two Journey options. Drag and drop meetings to customize the year plan schedule.
3. Use the “Meeting Plan” tab to customize the meeting location, time, and plans for that specific troop meeting. You can utilize the Meeting Aids and other resources right from this tab.
4. Underneath the meeting agenda are specific and customizable activities, complete with scripted guides and a list of necessary materials to complete the activities.

That’s all there is to it. Less planning time = more time for fun!

Why should I login to the VTK as soon as possible?

This exciting new resource is designed to meet your needs. We encourage you to login and get familiar with the functionality and materials available to you. It will make planning your meetings and engaging parents much easier!

It’s already mid-year and my year is planned? Is it too late to use the Volunteer Toolkit (VTK)?

It is never too late to jump in and utilize the Volunteer Toolkit! There are so many great meeting ideas and resources – you and the girls in your troop will want to take full advantage of all that VTK has to offer!

Haven’t started a **Journey** (*It’s Your Planet-Love It!* and *It’s Your Story-Tell It!*) or want to get your girls outside more? Utilize the **Journey** curriculum and the **Get Girls Outdoors** feature to make the most out of Volunteer Toolkit (VTK) mid-year!

How does it work if I have multiple troops?

It’s easy! You will have access to all troops that you are the leader of. Simply log into Volunteer Toolkit and toggle back and forth between the troops!

Can I use Volunteer Toolkit (VTK) activities in addition to meetings?

Volunteer Toolkit (VTK) conveniently allows you to manage meetings (pre-formatted) and activities (per your own design) according to your troop's individual needs. You can cancel, replace, or rearrange items in your calendar using quick tabs and simple drag and drop features!

Troops can add Girl Scout Community activities and GSHPA council-wide events to their individual calendars. Just remember – even though you added a GSHPA council-wide event to your calendar does not mean that you registered your troop. To register for events, visit our [Event Calendar](#) or your eBiz account to sign up your Girl Scouts.

Can the Volunteer Toolkit(VTK) calendar link to a smartphone calendar?

Not at this time, but Volunteer Toolkit (VTK) can be accessed from smartphones and tablets making this tool accessible anytime and anywhere that is convenient to you.

How do we involve girl planning while using Volunteer Toolkit(VTK)?

Leaders will still be able to maintain girl planning just as they do now. There are many ways to change, add, and customize the meetings/year plans that fits the girls' interests and needs.

Have more questions? We got answers! Just contact us at CustomerCare@gshpa.org or call 800.692.7816.