



SILVER AWARD ROLES & RESPONSIBILITIES



There are lots of different people who participate in and contribute to the Silver Award Program in various ways. Here are some suggestions of the roles that different folks might be responsible for along the way. Keep in mind, Silver Awards are *girl led!* As a project manager, each Silver Award Candidate brings her own unique skills and aspirations to the Silver Award. Take a look at these guidelines and then make choices that are right for you! You can always check out more **Silver Award Resources** or contact your Teen Program Specialist if you have questions. Remember girls must take Going for the Silver training before submitting a project proposal.

Silver Award Candidate	Family Members and Troop Leaders	Project Advisor	Team Members	Teen Program Specialist
May work individually (<i>leading members from the community</i>) or as part of a small team of 2-4 other girls pursuing their Silver Award (<i>leading members from the community</i>).	May be trusted adults who understand the Silver Award process and GSME/GSUSA guidelines.	Must be at least 18 years old, a registered adult member, completed the volunteer process (including the criminal background check) and have knowledge of the project subject matter. The project advisor is not your leader, immediate family member or GSME staff member.	May be friends, neighbors, Girl Scouts and community volunteers.	As a staff member for Girl Scouts of Maine, is an expert in the Girl Scout Take Action process and knows all steps to successfully earn a Silver Award.
Tries new things and steps outside her comfort zone.	Provides moral support and encouragement. Encourages Silver Award candidate to try new tasks and advocate for herself.	Provides moral support and encouragement.	Provide moral support and encouragement.	Supports every interested girl in Maine in achieving a successful Silver Award.
Serves as a project manager and leader. Calls the shots.	Allows the girls to lead.	Provides project specific knowledge and insight.	Work under the direction of the Silver Award candidate(s).	Reviews proposals AND final reports. Provides feedback AND suggestions to strengthen plans; AND helps meet guidelines for Silver Award success.
Delegates tasks to team members.	Assists with money earning activities. May help with transportation/driving.	Helps Silver Award candidate(s) determine necessary tasks.	Complete general tasks for project as decided upon by the Silver Award candidate(s).	Communicates with Silver Award candidate regarding GSUSA/GSME deadlines.
Manages communication with team members and updates others on progress towards goals.	May help with proof reading.	Works closely with the Silver Award candidate and meets regularly with her.	May help with spreading the word about the project. May sustain the project after the Silver Award is earned.	Answers questions via phone and email promptly.
Reads and follows guidelines from Girl Scouts of Maine.	Ensures safety guidelines are followed at all times. Ensures proper money earning, banking and in-kind donations procedures are followed.	Signs off on tasks and hours completed, while ensuring guidelines are followed.	Follow guidelines set forth by Silver Award candidate, project advisor, GSME/GSUSA and other supporting adults.	Provides information and clarification about GSUSA and GSME Silver Award guidelines to ensure guidelines are met.
Seeks help when she needs support or does not understand something.	Ask open ended questions.	Assists with brainstorming and problem-solving.	Provide support as able and needed.	Communicates directly with girl(s) regarding questions/concerns.
Connects with experts and other volunteers who have special skills.	May help establish connections with experts or other volunteers.	May help establish connections with experts or other volunteers.	May contribute a special skill, resource or technology like video editing, web design or venue for an event.	Provides support to project advisors and other volunteers involved with the Silver Award in regards to GSME guidelines.
Celebrates achievements and successes	Celebrates achievements and successes	Celebrates achievements and successes	Celebrates achievements and successes	Celebrates achievements and successes.