

Selection of Delegates by Service Unit

POLICY

Girl Scouts Western Pennsylvania has established bylaws that direct how the organization is governed and ensure that members of the organization, both adults and girls aged 14 and older, have representation in decision-making and input into council policies that impact their experiences in the Girl Scout Movement. Each service unit is responsible for electing delegates from their membership to attend the Annual Meeting who will vote on matters presented to the membership.

Council delegates are the voice of the service unit. It is recommended that delegates attend Fall Town Hall meetings and the Annual Meeting. Members, age 14 years and older, may serve as council delegates and participate in the council's democratic process. Employed staff, however, are not eligible to be elected as delegates.

- The service unit meets and elects the number of delegates and alternates to which they are entitled based on the number of girls in the service unit as of September 30 of each calendar year, and each service unit shall be entitled to at least one (1) delegate.
 - A service unit with a girl membership of 1 to 100 will elect 2 delegates.
 - A service unit with a girl membership of 101 to 200 will elect 3 delegates.
 - A service unit with a girl membership of 201 to 300 will elect 4 delegates.
 - A service unit with a girl membership of 301 to 400 will elect 5 delegates.
- Service units will also elect alternate delegates to equal not more than one-half of the number of elected delegates as per the ratio listed above. Exception: service units with one delegate will elect one alternate delegate.

PROCEDURE

1. The service unit meets to elect the appropriate number of delegates. This may happen at a service unit meeting or by email/text.
2. The service unit indicates the designated delegates by submitting an online form — the most current one is kept on our [forms](#) page. Any member of the service unit or staff may submit this form. Submit names by November 15.
3. Elected delegates are encouraged to attend the Fall Town Hall meetings to represent their service unit.
4. Delegates must complete the online training 30 days prior to the Annual Meeting (traditionally held in April).

Elected delegates must complete the Delegate Training course, which is accessed by logging into myGS and navigating to gsLearn. The online training course must be completed 30 days prior to the Annual Meeting.

Elected delegates (or their alternates) should plan on attending the Annual Meeting, either in person or remotely.