



Vice Coordinator Volunteer Ministry Description

Purpose: Support the mission of AHG to build women of integrity by working closely with the Troop Coordinator and the Troop Board. Promote the growth and development of the Troop and its implementation of the AHG Program.

Reports To: Troop Coordinator

AHG, Inc. Support: Troop Coach or Hometown Mentor

Responsibilities*:

- Pray for the Charter Organization, the Troop's Adult and Girl Members, and the AHG Ministry.
- Champion the AHG Program by collaborating with the Troop Ministry.
- Implement the AHG Program and adhere to Health and Safety Policies and Guidelines.
- Collaborate with the Troop Board to develop effective recruitment and selection of volunteers.
- Ensure all Adult Members are trained for their role.
- Attend Troop Board Meetings.
- Attend regular Troop Meetings.
- Partner with the Troop Board, Unit Leaders, and girls to plan Troop fundraisers, Troop service projects, and any other Troop activities or events.
- Work closely with the Troop Coordinator in:
 - Leading Troop Meetings and Troop Ministry Team meetings.
 - Charter Renewal.
 - Annual AHG Member Registration.
 - Record-keeping.
 - Reaching out to potential new girls through member placement.
 - Ensuring timely communication.
- Create and/or encourage opportunities for the Troop Ministry Team to grow within their roles.
- Care for families and girls by:
 - Making an effort to know each girl and family.
 - Helping to meet the needs of Troop Members.
 - Requesting feedback.
- Coordinate with the Troop Ministry Team to promote AHG in the local community to grow the Troop.

*The responsibilities of this position are to be divided with the Troop Coordinator as your spiritual gifts, personalities, and experience dictate.

Qualifications:

- Registered AHG Adult Member.
- A positive, Christ-like attitude with a passion for growing the AHG Ministry.
- Serve as an example and live by the AHG Oath, Creed, Mission, and Statement of Faith.
- Commitment to teamwork and Biblical conflict resolution.



- Preferred strengths: humility, clear communication, discernment, organization, leadership.
- Familial relationships are not permitted on the Troop Board. Exceptions would be:
 - Approval is requested from AHG, Inc. with reasoning for the request.
 - If approved, only the Troop Shepherd can be related to another Troop Board Member.

Required training prior to the first Troop meeting:

- KEYS to Child Safety
- AHG Foundations
- BEST Practices: Health and Safety Quick Guide
- Troop Board Training

Weekly Commitment: Approximately 5 hours a week.

Commitment Length: 1-year renewable by mutual agreement.