

Tips for writing a strong nomination/endorsement

The Volunteer Awards Committee: It is an honor for a volunteer to be recognized among his/her peers and to receive one of the GSUSA and Girl Scouts of the Jersey Shore awards through the endorsement process. Nomination decisions are based upon the information provided in the online Council Nomination and Regional Nomination forms.

All award nominations are reviewed by the adult recognitions committee. They review each nomination and compare the information presented about the volunteer with the criteria established for each award. The information presented on the endorsement form is vital to the decision making process of the volunteer committee. They only know what is presented on the form.

To help present strong, measurable and impactful information in the nomination form and endorsements, use these helpful tips and the chart below to turn frequently used general statements into strong endorsement statements.

TIPS TO WRITING A STRONG NOMINATION

1. Your statements must clearly describe how this volunteer has gone above and beyond the responsibilities of the position(s). This is THE most important factor of the nomination!
2. Use action verbs to describe the outstanding service
3. Highlight results and achievements
4. Write about what the volunteer has done and not about the volunteer's personal characteristics
5. Use short sentences
6. Give very specific, concrete data

EXAMPLES OF ACTION VERBS

Assisted	Engaged	Launched	Reduced
Carried out	Ensured	Led	Resolved
Chaired	Facilitated	Maintained	Secured
Collaborated	Guided	Managed	Spearheaded
Committed	Handled	Mentored	Started
Contributed	Helped	Orchestrated	Supported
Coordinated	Hosted	Overhauled	Trained
Delivered	Implemented	Oversaw	Undertook
Directed	Initiated	Participated	
Effectuated	Instructed	Ran	
Enabled	Involved	Recruited	

Turn a general statement into a strong statement!

Initial Statement	Thoughtfully Consider	Strong Nomination Statement
"She has been a leader for a long time, and is committed to girls."	How many years? What grade levels has she worked with? What has she done that shows her commitment to girls?	"For eight years, she led a mixed troop of both Girl Scout Brownies and Juniors. In those eight years she has welcomed girls from three different schools. Her philosophy is "the girls need Girl Scouts, all the girls from second to fifth grade are welcomed in Troop 5555."
"He is a great leader."	What kind of leadership qualities has he exhibited with the girls? What makes him stand out?	"He believes in girl-led and continuously brings leadership opportunities to girls. Each of the girls in his troop have an opportunity to be a leader throughout the year. Each girl takes a month being responsible for leading the troop meeting, including organizing all aspects. The girls learn how to plan, speak in front of others, create an agenda, and lead a meeting."
"She always goes above and beyond."	Be specific! Tell a story about the great benefits those around her receive due to her efforts.	"Her troop was working on their Bronze Award. She recognized that she did not have all the skills and knowledge to guide the girls successfully through all the details. She recruited parents, service unit volunteers, leaders, and several local businesspersons from our community, all helped the girls work through the details of their Bronze Award Project. The girl's project resulted in adding ten new birdhouses and one additional mile of safe trails. The mayor attended the grand reopening of the park trails."
"He's a dad who helps whenever needed."	Be specific! Tell a story about the support given to the girls, and how the girls benefitted.	"This volunteer came to the rescue during a troop camp-out when the troops discovered a nest of baby snakes in camp! He kept both the girls and leaders calm as he assisted in striking camp, all the while educating the girls about snakes and safety. The girls felt safe, and in control, thanks to good guidance!"

The examples above demonstrate what the Volunteer Awards committee will be looking for. Providing specific details regarding impact and results about the great work the deserving volunteer has exhibited will increase the likelihood of the award being approved. For additional information and to access the nomination forms, please visit either [GSFun.org/CouncilAwards](https://www.gsfun.org/CouncilAwards) or [GSFun.org/RegionalAwards](https://www.gsfun.org/RegionalAwards).