



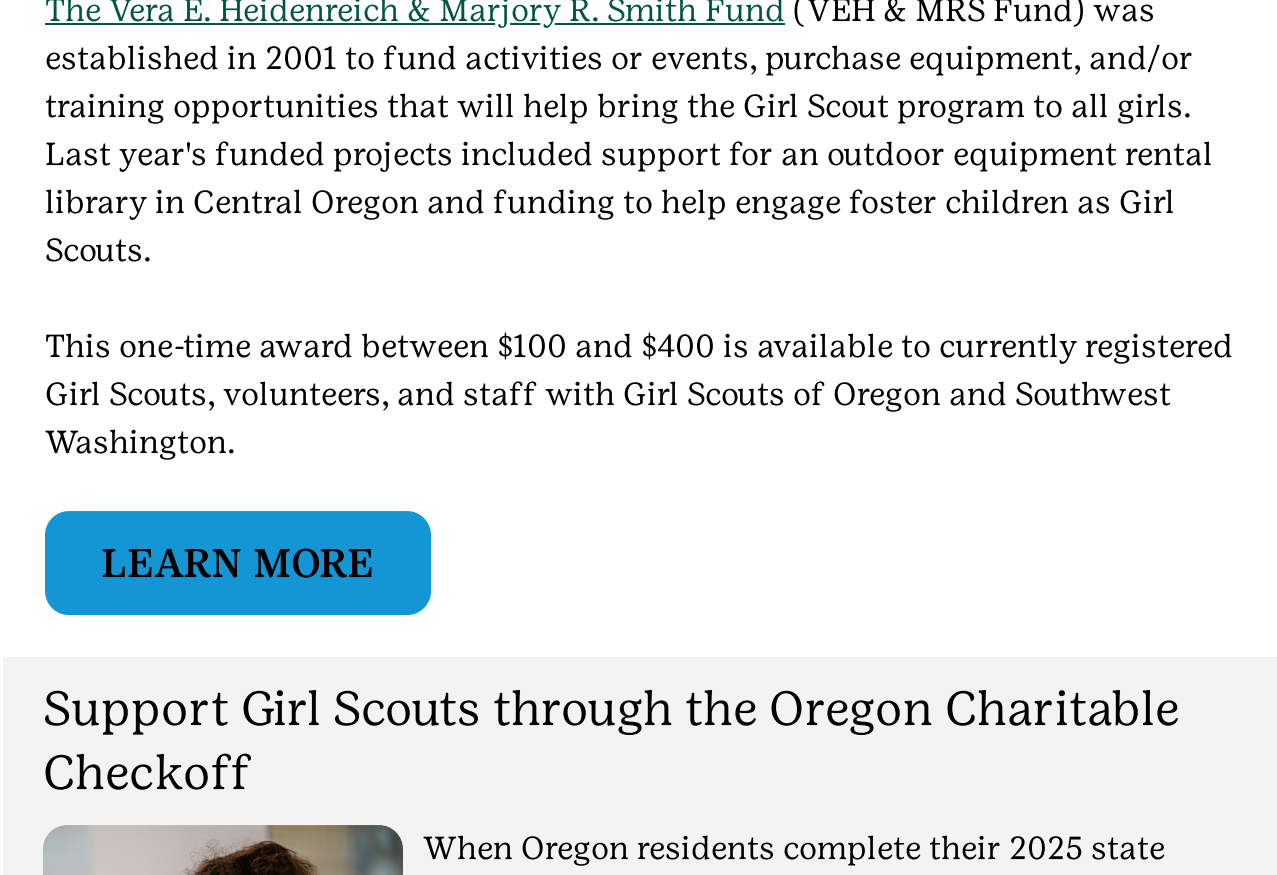
Reminder: Updated Council Volunteer Policies and Procedures

Girl Scouts of Oregon and Southwest Washington's *Council Volunteer Policies and Procedures* (P&Ps) is the place to go for information and rules pertaining to travel, money earning, troop finance, volunteer relationships and conflict resolution, troop composition and safety, and so much more.

[An updated version of Council Volunteer Policies and Procedures](#), reflecting policy updates approved by GSOSW's board of directors in November 2025, is now available at girlscoutsofsw.org. This version includes improved layout and navigation, as well as a summary of recent policy changes on Page 5. We hope you find this updated resource easier to use as you support a safe and fun Girl Scout experience!

Have a question about *Council Volunteer Policies and Procedures*? Contact answers@girlscoutsofsw.org—we're here to help!

[VIEW P&PS](#)



Apply for the Vera E. Heidenreich & Marjory R. Smith Fund by February 28

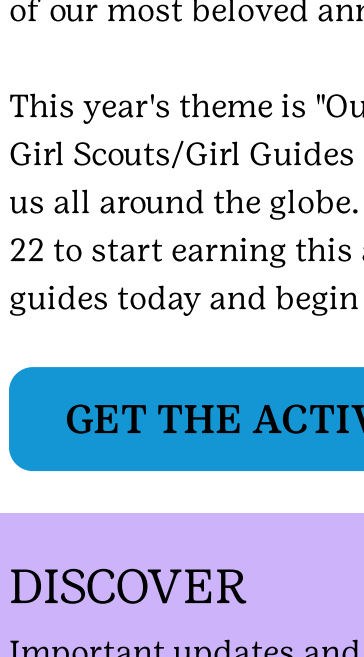
The [Vera E. Heidenreich & Marjory R. Smith Fund](#) (VEH & MRS Fund) was established in 2001 to fund activities or events, purchase equipment, and/or training opportunities that will help bring the Girl Scout program to all girls.

Last year's funded projects included support for an outdoor equipment rental library in Central Oregon and funding to help engage foster children as Girl Scouts.

This one-time award between \$100 and \$400 is available to currently registered Girl Scouts, volunteers, and staff with Girl Scouts of Oregon and Southwest Washington.

[LEARN MORE](#)

Support Girl Scouts through the Oregon Charitable Checkoff



When Oregon residents complete their 2025 state income tax returns, they can [donate all or part of their refund to GSOSW through the Oregon Charitable Checkoff](#). Please help spread the word and consider contributing!



Open Up Their World: 100 Years of World Thinking Day

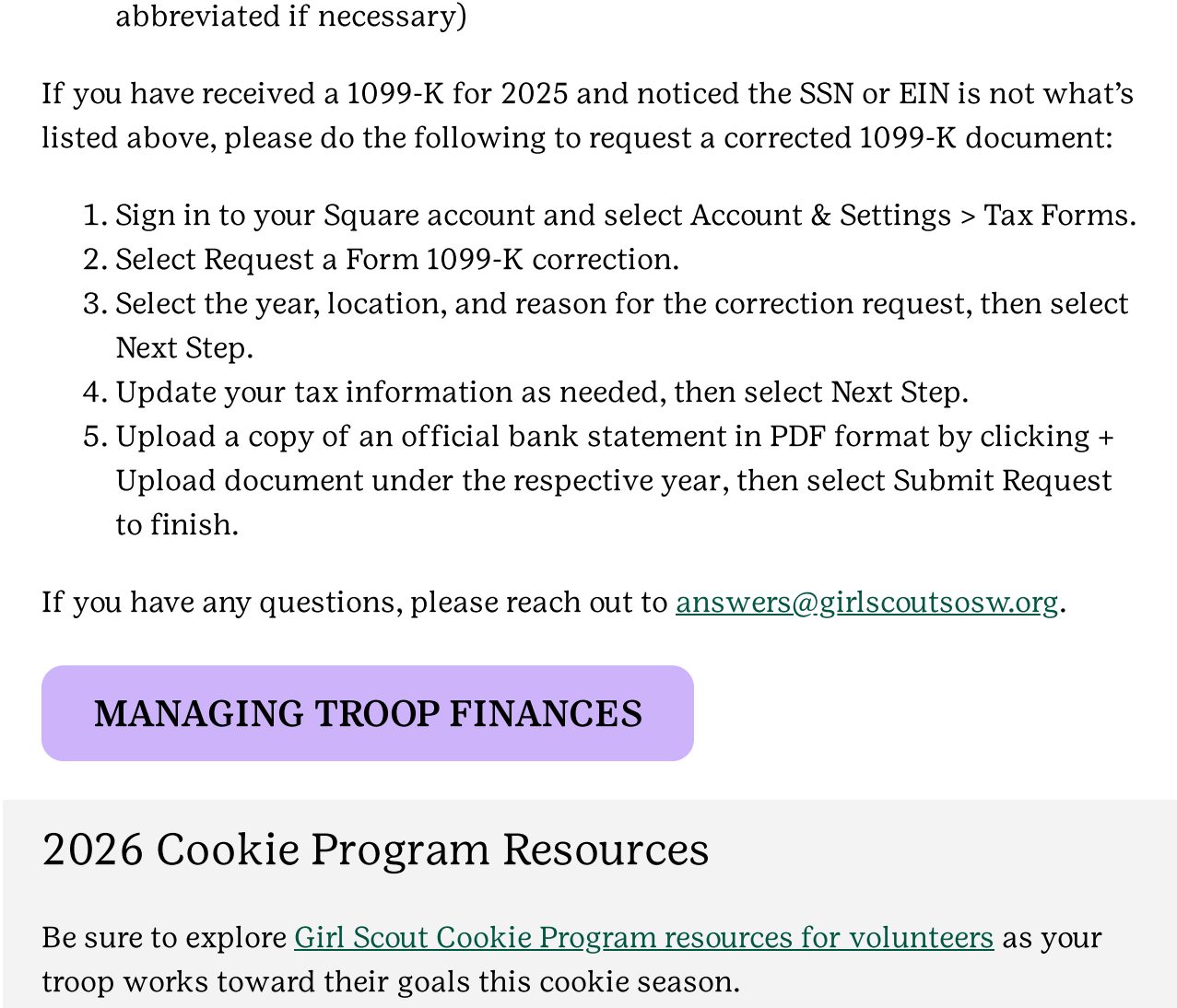
Every year, Girl Scouts and Girl Guides from over 150 countries around the world join together for World Thinking Day. In 2026, we're celebrating 100 years of our most beloved annual tradition.

This year's theme is "Our Friendship." We invite you to explore our worldwide Girl Scouts/Girl Guides community and celebrate the friendships that connect us all around the globe. The good news is, you don't need to wait until February 22 to start earning this award. Girl Scouts can download their FREE activity guides today and begin their journey to making a better future!

[GET THE ACTIVITY GUIDE](#)

DISCOVER

Important updates and reminders for Girl Scout troop leaders.



Square Accounts During Cookie Season

With the Girl Scout Cookie Program underway and booth sales about to begin, this is a great time to share information about mobile payments (accepting credit cards).

For those using Square to accept credit card payments, we encourage you to verify that your Square account has the correct Tax ID, address, and name. This will help ensure the 1099-K tax document for 2026 is correct.

To verify this information:

1. Go to [Squareup.com](https://squareup.com)
2. Go to Account & Settings in your online Square Dashboard
3. Click Business information > Tax form
4. Select each applicable location to update your information by selecting Edit

If the tax form includes your SSN, an address that is not the GSOSW corporate address, or the name isn't our council's name, please update the form with the following information:

- SSN or EIN – should be 93-0399051
- Address – should be 9620 SW Barbur Blvd, Portland, OR 97219
- Name – should be Girl Scouts of Oregon and SW Washington (can be abbreviated if necessary)

If you have received a 1099-K for 2025 and noticed the SSN or EIN is not what's listed above, please do the following to request a corrected 1099-K document:

1. Sign in to your Square account and select Account & Settings > Tax Forms.
2. Select Request a Form 1099-K correction.
3. Select the year, location, and reason for the correction request, then select Next Step.
4. Update your tax information as needed, then select Next Step.
5. Upload a copy of an official bank statement in PDF format by clicking + Upload document under the respective year, then select Submit Request to finish.

If you have any questions, please reach out to answers@girlscoutsofsw.org.

MANAGING TROOP FINANCES

2026 Cookie Program Resources

Be sure to explore [Girl Scout Cookie Program resources for volunteers](#) as your troop works toward their goals this cookie season.

- [Cookie Program Troop Product Manager \(TPM\) Guide](#) (PDF)
- [Cookie Program Family Guide](#) (PDF, Available in English and Spanish)
- [Cookie Program Calendar](#) (PDF)
- [Cookie Program Girl Scout Recognitions](#) (PDF)
- [Cookie Booth Helper Training](#) (YouTube)
- [2026 Cookie Program Promotional Toolkit](#) (PDF)
- Extra support through the virtual [Taste of Cookies Cohort](#)
- ...and more [Cookie Program resources](#)!

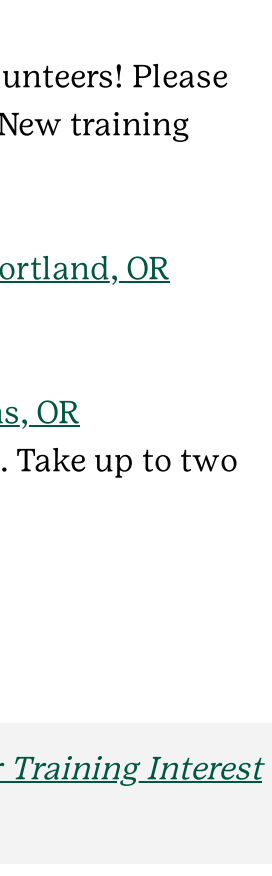
Check out the GSOSW Online Shop!

Shop at our council's new online store (<https://shop.girlscoutsofsw.org>) for pickup or delivery! This website reflects the items available for purchase in the Portland Shop, and Girl Scouts can shop online using [GSOSW Program Credits](#)!

[Gear up for Girl Scout Cookie booths](#) with exciting items, including the [NEW Girl Scout Cookie Squad hoodie](#), order Girl Scout uniforms and badges, and more.

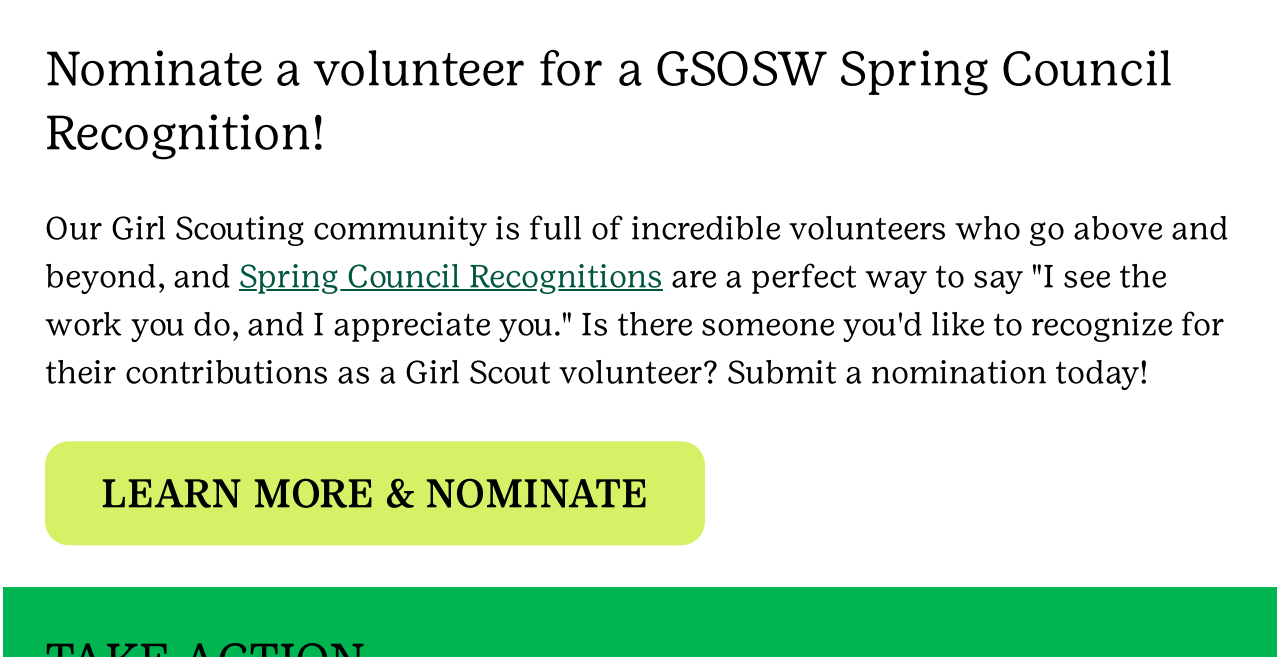
Now through Sunday, get 20% off your purchase! Exclusions apply.

[VISIT THE SHOP](#)



CONNECT

Join us for meetings, events, and adult leadership development opportunities to connect with other volunteers, our council, and the Girl Scout Movement!



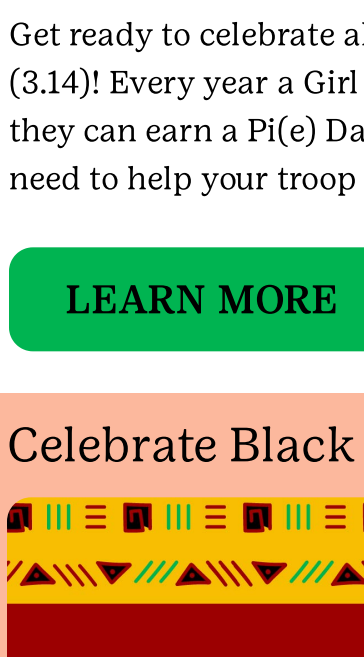
GROW Session February 18: Supporting Minds

GROW (*Guiding with Purpose, Resilience in Leadership, Opportunities to Connect, Wisdom to Share*) is a series of short, engaging workshops led by our Volunteer Support team. If you missed the first session, [Bite-Sized Tools for Big Conversations](#), the recording is now available on YouTube. Watch at your convenience and get practical tips for effectively engaging in tough conversations.

Register now for our next GROW session, [Supporting Minds: Mental Health Awareness for Girl Scout Volunteers](#). Learn to recognize signs of mental health challenges in both youth and adults, and build your confidence in offering appropriate support within your role as a Girl Scout volunteer. This session is this Wednesday, February 18, at 6:30 p.m.

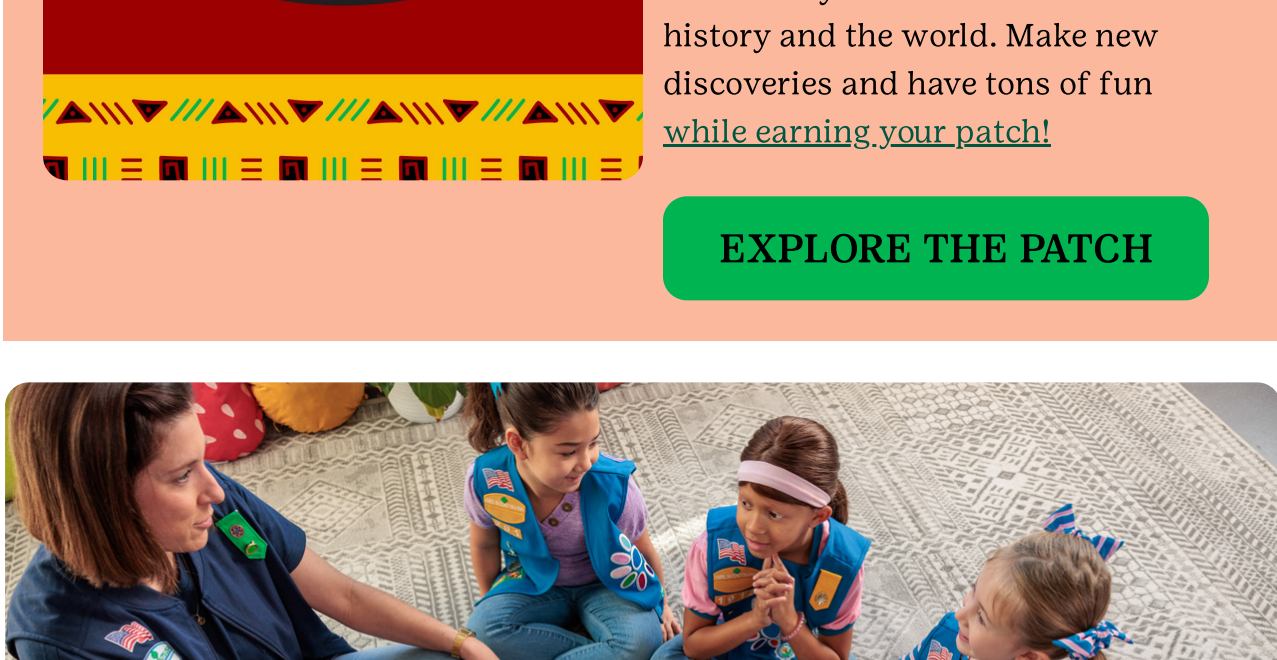
[SIGN UP](#)

Join the Volunteer Awards Committee



Do you have a heart for recognizing the hard work of our incredible Girl Scout volunteers? GSOSW strives to recognize and appreciate volunteers across the council through Spring and National Fall Awards, and we need you! If you are interested in joining us, please [submit a GSOSW Volunteer Awards Committee Application](#) today!

[LEARN MORE](#)



Upcoming Training for Volunteers

Below are just a few upcoming training dates for adult volunteers! Please check our [Events page](#) for additional dates and locations. New training opportunities may be added throughout the month.

February 27: [First Aid, CPR, and AED Blended Training - Portland, OR](#)

March 12: [Before You Leave the Meeting Place - Virtual](#)

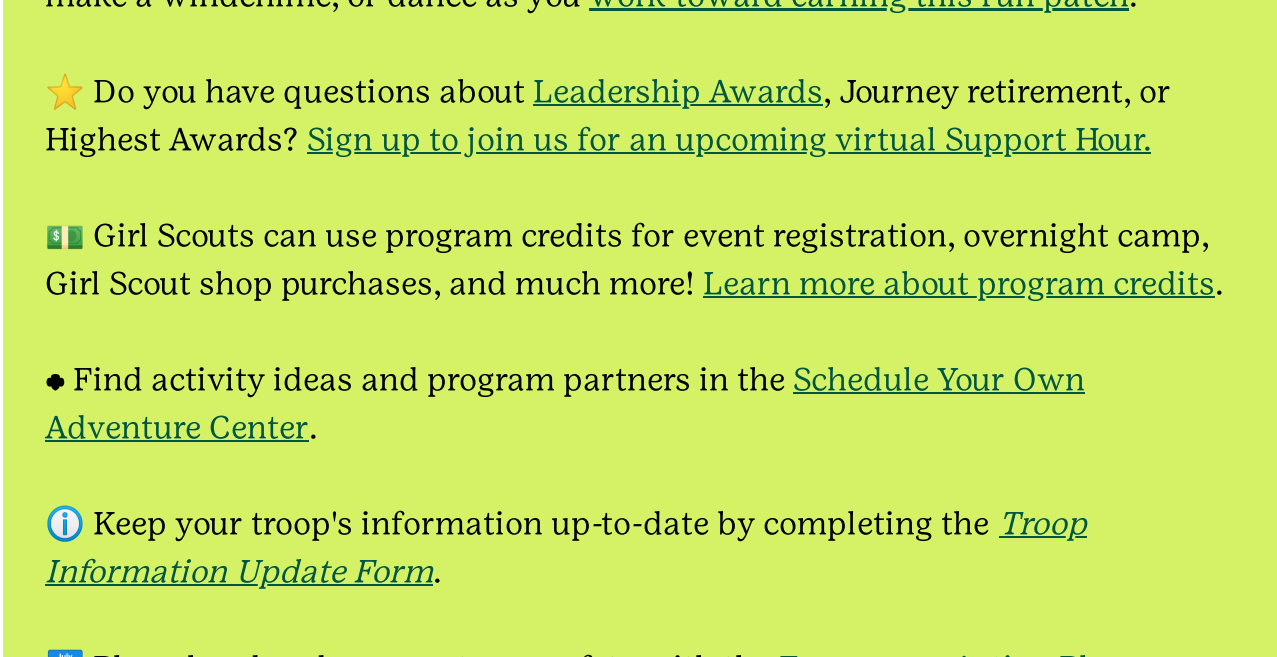
March 17: [Before Your First Overnight - Virtual](#)

March 21: [Level 1 Archery Instructor Training - North Plains, OR](#)

March 28: [Training Blitzes in Vancouver, WA and Bend, OR](#). Take up to two trainings in one day at these special events!

[SEE MORE](#)

Request a training in your area with our [GSOSW Volunteer Training Interest Form](#).



Nominate a volunteer for a GSOSW Spring Council Recognition!

Our Girl Scouting community is full of incredible volunteers who go above and beyond, and [Spring Council Recognitions](#) are a perfect way to say "I see the work you do, and I appreciate you." Is there someone you'd like to recognize for their contributions as a Girl Scout volunteer? Submit a nomination today!

[LEARN MORE & NOMINATE](#)

TAKE ACTION

Tips and tools for successful troop leadership, and program opportunities for your troop to explore.



Celebrate Pi Day on March 14

Get ready to celebrate all things math and filled-flakey goodness on Pi Day (3.14)! Every year a Girl Scout participates in any Pi Day celebration or activity, they can earn a Pi(e) Day patch from the patch series! We have everything you need to help your troop plan their celebration.

[LEARN MORE](#)

Celebrate Black History Month with Girl Scouts

February is Black History Month, when we honor the Black and African American communities' incredible contributions and leaders throughout U.S. history—from civil rights leaders to artists and politicians to inventors. Take this opportunity to learn more about the community's central role in U.S. history and the world. Make new discoveries and have tons of fun [while earning your patch!](#)

[EXPLORE THE PATCH](#)

Leaving a Place Better Than You Found It

- Carry out all garbage (including food waste) and clean the facility thoroughly, ensuring no crumbs or trash are left behind. Plan ahead and pack reusable materials when possible to minimize waste from the start.
- Do not damage or alter the facility and stay in approved areas.
- Keep noise levels respectful, share space, and ensure the next group finds the location in top condition. What can you do to leave the space better than you found it?
- Make clean-up fun by allowing plenty of time, utilizing a kaper chart, and singing your group's favorite songs during clean-up.

Like all Girl Scout activities, clean-up should be girl led. As your troop progresses in skills and responsibilities over time, they can take on more of these tasks with less adult direction.

Cleaning checklists are posted at all GSOSW properties. Look out for checklists in any space you may use, and encourage your Girl Scouts to leave all spaces better than they find them for the next group!

🦋 This month's STEAM Challenge is [Awesome Animals](#)! Discover more about your favorite animals and explore the animals living in your backyard as you [earn this fun patch](#).

🎵 This month's Great Outdoors Challenge is the [Musician](#)! Explore birdsongs, make a windchime, or dance as you [work toward earning this fun patch](#).

★ Do you have questions about [Leadership Awards](#), Journey retirement, or Highest Awards? [Sign up to join us for an upcoming virtual Support Hour](#).

📅 Girl Scouts can use program credits for event registration, overnight camp, Girl Scout shop purchases, and much more! [Learn more about program credits](#).

📌 Find activity ideas and program partners in the [Schedule Your Own Adventure Center](#).

🔔 Keep your troop's information up-to-date by completing the [Troop Information Update Form](#).

📋 Plan ahead and prepare troop safety with the [Emergency Action Plan template](#).

Troop Tuesday: It's Cookie Time!

Troop 60324 had a great time at the Girl Scout Cookie Rally hosted by SU 1. This year's cookie rally mascot is the black-footed ferret. The Girl Scouts got to hold a real ferret and learn a lot about these adorable and endangered animals. At the rally, the girls made cookie booth posters, tried all the different Girl Scout Cookies, and so much more!

How is your troop, Juliette, or service unit kicking off this year's cookie season?

Celebrate your Girl Scouts and inspire others by sharing your story! To be considered, email up to four of your best photos, a one-to-three-sentence description, and your troop number with the subject line "Troop Tuesday" to communications@girlscoutsofsw.org.

We look forward to seeing what you share!

[SHARE YOUR TROOP'S STORY](#)