

GETTING TO KNOW MY NEW CO-LEADER

This worksheet is a communications tool for you both. Its purpose is to facilitate the "getting to know you" phase of being co-leaders. We hope that by discussing the following details, you will have very few (if any) misunderstandings with one another. 😊

- ❖ Will you be Co-leaders? OR, will one of you be the Leader, and the other will be the Assistant Leader?
- ❖ Are you going to work together planning meetings? OR, is one of you going to plan, and the other assist? Will you take turns?
- ❖ If one of you is planning, will that person bounce ideas off the other? Will feedback be encouraged? Will constructive criticism be accepted?
- ❖ Can you delegate? OR, do you tend to micromanage?
- ❖ Will you trust your co-leader when she tells you she'll get something done? Will you give her the space she needs to succeed?
- ❖ Are you a "Doer?" OR, are you more of an "idea person?" OR, are you a combination of the two?
- ❖ Some people need all the details for an event, while others just want to know what affects them. Which sort are you?
- ❖ Do you check email? How often?
- ❖ When is it best to call you on the phone?
- ❖ Do you prefer email? Or phone?
- ❖ Do you work outside the home?
- ❖ Should I call you elsewhere?
- ❖ Are you a morning person, or more of a night owl?
- ❖ How will we communicate to our parents?
- ❖ When is a good time to plan our meetings?
- ❖ Both leaders need to be taken into consideration when planning activities in addition to a regular meeting place or time.
- ❖ How many times a month do we plan to meet? Which day? What time? Where?
- ❖ Have arrangements been made for siblings during meeting times, if needed?
- ❖ What might be a goal for this year, as far as number of service projects, badges, crafts?
- ❖ Is this a realistic goal for the age girls we have?
- ❖ Do you like the idea of earning lots of Fun Patches?
- ❖ Are both of you familiar with Honor Troop? Will you plan your year around earning this award?

- ❖ Will both of you attend the Service Unit Meetings? OR, will one of you commit to coming to each of the Service Unit Meetings? OR, will you alternate?
- ❖ Will we be thrifty with the troop's money? Will we ask parents to give money towards any/some activities that we'll plan throughout the year?
- ❖ Do we have a plan for getting to know the girls and their skill level?
- ❖ Can either, or both, of you type? Do either of you feel comfortable composing important letters, newsletters, etc.?
- ❖ Do either of you like to be in charge of paperwork?
- ❖ Who is going to fill out, and keep track of, paperwork?
 - Registrations
 - Permission forms
 - Trip applications
 - Camping applications
 - Girl records
 - Badge records
 - Health forms
 - Checkbook
- ❖ Continuing education:
 - Are either of you camp certified?
 - Have both of you taken 101 AND your level training?
 - Who will be the First Aider of your troop?
- ❖ Are either one of you a crafty sort of person?
- ❖ Do either one of you like to camp? If not, does this mean that your troop won't go camping? Or, will you ask a parent to become camp certified so your girls can experience camping?
- ❖ Do you ask questions until you are really sure you understand someone?
- ❖ Are you someone who will speak up when something is bothering you? Or, do you prefer to see if problems will "fade away?"

We've taken the time to get to know each other better, and hope we'll be able to come to an agreement if/when we see things differently. ☺

LEADER #1

DATE

LEADER #2

DATE