



Girl Guides  
of Canada  
Guides  
du Canada

**Girl Guides of Canada – British Columbia Council  
PROGRAM COMMITTEE  
LONES ADVISER  
Position Description**

**PURPOSE**

- To promote additional program ideas and activities for Lones.
- To provide a way for the Lones Adviser and all Lones to keep in touch with each other.

**QUALIFICATIONS**

- Be conversant with the program for all branches of Guiding, being familiar with Lones.

**ACCOUNTABILITY**

Provincial Council and Provincial Program Committee

**MEMBERSHIP**

Chosen by a Selections Committee, and appointed by the provincial program adviser; becomes a member of the Provincial Program Committee.

**TERM OF OFFICE**

To serve a three year term, with a further two years optional and final.

**RESPONSIBILITIES**

- Actively promote interest in Lone Guiding.
- Recruit, receive applications, register and assign girl members to Lone Units.
- Recruit, train, and recommend appointment of Lone guiders, as needed, for new or established units.
- Communicate regularly with Lone Guiders regarding changes in program and all information that would normally be passed on from their areas, including events, camps, program ideas and activities.
- Supervise Lone units and Lone Districts.
- Promote and interpret Lone Guiding to the public and within the organization.
- Inform area commissioners, area program advisers and district commissioners of Lone Girl and Guiders in their area.
- Be responsible for the publication of "On My Own" newsletter 4 times per year.
- Submit reports and annual budgets to Provincial Program Committee and an annual report to BC program adviser.
- Answer questions from the field on related topics.
- Attend Provincial Program Committee meetings and submit a report regularly.
- Communicate with other Provincial Council members, as appropriate.
- Participate in conferences and workshops, as appropriate.
- Participate in T.E.A.M.
- Complete budget request forms and working papers in preparation for project proposals.
- Ensure that planned activities are aligned with the GGC Strategic Priorities.
- Adhere to the Pledge of Confidentiality and the Code of Conduct of GGC.
- Submitting articles and resource materials to Guiding publications, including Canadian Guider, Pipeline, Fun Finder and for posting to the Provincial website and comply with media copyright laws.
- Ensure all communications, internal or external, are consistent with the Vision, Mission, and Values of GGC.