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Troop 26

Leadership Positions

Version 1.0

Last Updated 5/15/2019

Leading the Way

What does it mean to “Lead The Way”?

Think about being a Cub Scout. You had fun in den meetings and outings. But who decided what to do? The Den Leaders.

Think about a sport team. Who decides who plays each position and who starts? The coach.

There is one thing that makes Scouting different from all other youth groups. It is not the uniform.

Every sport team has a uniform. It is not the fun activities. Those other activities are also fun.

What makes Scouting different is that YOU make the decisions! YOU run the Troop. Baden-Powell made it very clear in Aids to Scoutmastership when he wrote,

“The best progress is made in those Troops where power and responsibility are really put into the hands of the Patrol Leaders.”

This is real decision making power. And it's not just Patrol Leaders. All of the Troop leadership positions have an important role in running the Troop. As a Scout leader you will:

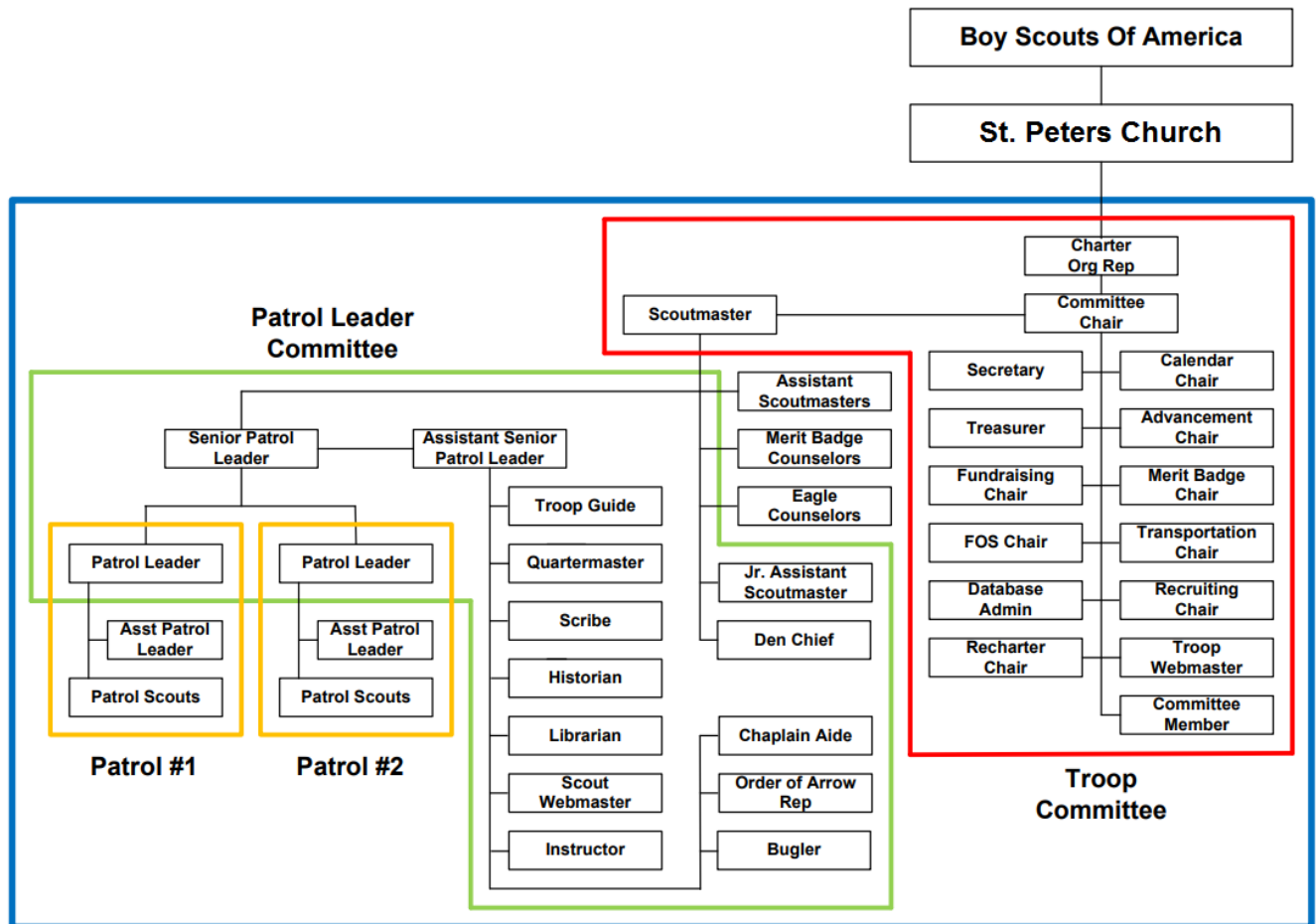
- Plan and run the Troop meetings.
- Select and organize the Troop outings.
- Determine Troop policy.
- Help other Scouts along the trail to Eagle.

The adults will provide support, but **YOU** will be making the decisions.

Being a Scout leader is more than just sewing on a patch. Each position has specific duties and requirements as summarized in this document.

To be considered for a position, first, read the position description, qualifications and requirements. Then talk to the Scoutmaster, Senior Patrol Leader and other Scouts about the positions that interest you. During the Troop elections you have the opportunity to present yourself and explain why you are interested and qualified for the position you are seeking.

So, are you ready to "Lead The Way"?



Troop 26 is a Boy Led organization. As such, the Scouts provide the Scout leadership, not the adults. The adults' role is to enable the Scout leaders to successfully lead and ensure a safe and fun environment for all Scouts.

The Scouts in Troop 26 are organized into patrols. Each patrol elects a Patrol Leader (PL) who then appoints an Assistant Patrol Leader (APL). The PL and APL are the overall patrol leaders.

The Troop also elects Senior Patrol Leader (SPL) who then appoints an Assistant Senior Patrol Leader (ASPL). The SPL and ASPL are the overall Scout leaders. The ASPL and PLs report to the SPL.

The Quartermaster, Scribe, Historian, Librarian, Chaplain Aide, Scout Webmaster, Instructor and Bugler and Order Of Arrow Representative are approved by the Senior Scout Leadership Team (SSLT). These positions need to be applied for and the SSLT will conduct interviews to find the best fit for the position.

The Patrol Leader's Council (PLC) is led by the SPL and is composed of the Senior Patrol Leader, Assistant Patrol Leaders and the Patrol Leaders.

All leadership positions except for Bugler qualify for the "time spent in a Position of Responsibility" rank advancement requirement.



Senior Patrol Leader

Description: Just as the patrol leader is the leader of the patrol members, the senior patrol leader is the leader of the troop. The senior patrol leader is responsible for the troop's overall operation. With guidance from the Scoutmaster, he takes charge of troop meetings, of the patrol leaders' council, and of all troop activities, and he does everything he can to help each patrol be successful. He is responsible for annual program planning conferences and assists the Scoutmaster in conducting the troop leadership training. The senior patrol leader presides over the patrol leaders' council and works closely with each patrol leader to plan troop meetings and make arrangements for troop activities.

All members of a troop vote by secret ballot to choose their senior patrol leader. Rank and age requirements to be a senior patrol leader are determined by each troop, as is the schedule of elections. During a Scout's time as senior patrol leader, he is not a member of any patrol but may participate with a Venture patrol in high-adventure activities.

The relationship of the senior patrol leader and the Scoutmaster should be one of mutual friendship and admiration. You'll see this displayed before every meeting of the troop as the senior patrol leader and the Scoutmaster review the agenda. You can expect to see them together again at the conclusion of the meeting, discussing how everything went and what adjustments or assignments should be made before the troop's next activity.

Duties:

- Appoint the Assistant Senior Patrol Leader (ASPL).
- Organize and run the Troop and PLC Meetings.
- Lead Troop activities.
- Coordinate and support the other Scout leaders.
- Meet with Scoutmaster and ASPL once per month.
- Assist the Scoutmaster with Troop Leadership Training.
- Attend Troop Committee and Roundtable Meetings.

Term: 6 months

Selection: Elected by the Troop.

Reports To: Scoutmaster

QUALIFICATIONS

- **Age:** 14
- **Rank:** 1st Class or higher
- **Experience:** Previously served as Patrol Leader.
- **Attendance:** 75% over the previous 6 months.

REQUIREMENTS

- Attend and help run **Troop Leadership Training**.
- Attend 75% of all Troop, PLC, Troop Committee and Roundtable Meetings.
- Meet with Scoutmaster and ASPL once per month.
- Arrange for the ASPL to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT: I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Assistant Senior Patrol Leader

The senior patrol leader appoints the assistant senior patrol leader with the approval of the Scoutmaster. Among the assistant senior patrol leader's specific duties are providing training and guidance for the troop's quartermaster, scribe, Order of the Arrow representative, historian, librarian, and instructors. He serves in place of the senior patrol leader at meetings and events when the senior patrol leader must be absent.

The assistant senior patrol leader is not a member of a patrol but may take part in the activities of a Venture patrol. Large troops may have more than one assistant senior patrol leader.

Duties:

- Appoint the Assistant Senior Patrol Leader (ASPL).
- Organize and run the Troop and PLC Meetings.
- Lead Troop activities.
- Coordinate and support the other Scout leaders.
- Meet with Scoutmaster and ASPL once per month.
- Assist the Scoutmaster with Troop Leadership Training.
- Attend Troop Committee and Roundtable Meetings.

Term: 6 months

Selection: Appointed by the Senior Patrol Leader

Reports To: Scoutmaster

QUALIFICATIONS

Age: 14

Rank: 1st Class or higher

Experience: Previously served as Patrol Leader.

Attendance: 75% over the previous 6 months.

REQUIREMENTS

- Attend and help run **Troop Leadership Training**.
- Attend 75% of all Troop, PLC, Troop Committee and Roundtable Meetings.
- Meet with Scoutmaster and ASPL once per month.
- Arrange for the ASPL to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT:I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Patrol Leader

The patrol leader plans and leads patrol meetings and activities. He represents his patrol at all patrol leaders' council meetings and at the annual program planning conference. He knows the needs and capabilities of his patrol members and works to make them successful.

Duties:

- Represent the patrol on the Patrol Leaders Council.
- Organize and run the patrol meetings and activities.
- Keep patrol members informed.
- Get the patrol get ready for Troop activities.
- Assist other patrol members in advancing.
- Develop patrol spirit.

Term: 6 months

Selection: Elected by the patrol.

Reports To: Senior Patrol Leader (SPL)

QUALIFICATIONS

Age: None

Rank: None

Experience: None

Attendance: 75% over the previous 6 months

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop and PLC Meetings and patrol meetings and activities.
- Arrange at least one patrol outing during your term of office.
- Arrange for the APL to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT:I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Assistant Patrol Leader

The Assistant Patrol Leader (APL) assists the Patrol Leader in leading the patrol.

Duties:

- Assist the Patrol Leader in leading the patrol meetings and activities.
- Help keep patrol members informed.
- Help the patrol get ready for Troop activities.
- Assume the responsibilities of the Patrol Leader when they are absent.

Term: 6 months

Selection: Elected by the patrol.

Reports To: Patrol Leader

QUALIFICATIONS

Age: None

Rank: None

Experience: None

Attendance: 50% over the previous 6 months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop Meetings and patrol meetings and activities.
- Arrange for the PL or another Scout in your patrol to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT:I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Troop Guide

Each new-Scout patrol in a troop should have its own troop guide. A troop guide is an older Scout who holds the rank of First Class or higher, has strong teaching skills, and possesses the patience to work with new Scouts. As a mentor to the patrol leader of the new-Scout patrol, he provides direction for the patrol leader and helps him with his patrol leader responsibilities. The troop guide accompanies the new-Scout patrol on troop campouts and makes himself available to assist the new Scouts as they learn fundamental Scouting skills. He usually is not a member of another patrol, but he may participate in the high-adventure activities of a Venture patrol. Along with the patrol leader of the new-Scout patrol, he is a member of the patrol leaders' council.

Duties:

- Guide new Scouts through early Scouting activities.
- Help new Scouts complete rank requirements.
- Teach basic Scout skills.
- Coach the Patrol Leader and Assistant Patrol Leader of their assigned patrol.

Term: 6 months

Selection: Appointed by the SPL, ASPL, and JASM

Reports To: Junior Assistant Scoutmaster (JASM)

QUALIFICATIONS

Age: None

Rank: None

Experience: None

Attendance: 50% over the previous 6 months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop and PLC Meetings and their assigned patrol meetings.
- Arrange for the ASPL or another Scout leader to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT:I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Quartermaster

The quartermaster is the troop's supply boss. He keeps an inventory of troop equipment and sees that the gear is in good condition. He works with patrol quartermasters as they check out equipment and return it, and at meetings of the patrol leaders' council reports on the status of equipment in need of replacement or repair. In carrying out his responsibilities, he may have the guidance of a member of the troop committee.

Duties:

- Keep the Troop equipment in good working order.
- Restock Troop equipment as needed.
- Bring the US and Troop flags to Troop events.

Term: 6 months

Selection: Appointed by the Scoutmaster

Reports To: Assistant Senior Patrol Leader (ASPL)

QUALIFICATIONS

Age: None

Rank: None

Experience: None

Attendance: 50% over the previous six months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop and PLC Meetings.
- Arrange for the ASPL or another Scout leader to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Keep the Troop equipment in good working order.
- Consistently bring the US and Troop flags to Troop events.
- Maintain position of the Troop trailer key.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT: I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Troop Scribe

The scribe is the troop's secretary. He keeps the minutes of the patrol leaders' council meetings but is not a voting member of the council. The scribe may also keep attendance records of other troop activities, such as campouts and service projects. During troop meetings, he works with patrol scribes to ensure the accurate recording of attendance and payment of dues, and to keep advancement records up-to-date.

The scribe may also be responsible for maintaining a troop Web site with information that is current and correct. An adult who is a member of the troop committee may be assigned to help the troop scribe carry out his responsibilities.

Duties:

- Record Troop Meeting attendance and provide to Database Admin.
- Record and publish Troop Meeting agenda.

Term: 6 months

Selection: Appointed by the SPL, ASPL, and JASM

Reports To: Junior Assistant Scoutmaster (JASM)

QUALIFICATIONS

Age: None

Rank: None

Experience: None

Attendance: 50% over the previous six months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop and PLC Meetings.
- Arrange for the ASPL or another Scout leader to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Consistently record Troop Meeting attendance and provide to Database Admin.
- Consistently publish Troop Meeting agenda via e-mail prior to Troop Meeting.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT:I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Troop Historian

The troop historian collects and preserves troop photographs, news stories, trophies, flags, scrapbooks, awards, and other memorabilia. He may also gather and organize information about the troop's former members and leaders, and make those materials available for Scouting activities, media contacts, and troop history projects. Troop displays prepared by the historian can be used during courts of honor, troop open houses, and other special Scouting occasions.

Duties:

- Take or arrange for photos to be taken on Troop activities.
- Organize and send photos to Scout or Troop Webmaster.
- Take good care of the Troop camera.
- Collect published articles about the Troop.

Term: 6 months

Selection: Appointed by the SPL, ASPL, and JASM

Reports To: Junior Assistant Scoutmaster (JASM)

QUALIFICATIONS

Age: None

Rank: None

Experience: None, but interest in photography is helpful.

Attendance: 50% over the previous 6 months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop and PLC Meetings.
- Arrange for the ASPL or another Scout leader to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Consistently take or arrange for photos to be taken on Troop activities
- Organize and send selected photos to Scout or Troop Webmaster for posting on the Troop website.
- Take good care of the Troop camera.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position including the Troop camera with its case, memory card and CD to your successor at the end of your term of office.

SCOUT AGREEMENT: I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Troop Librarian

The troop librarian oversees the care and use of troop books, merit badge pamphlets, magazines, and lists of merit badge counselors. He checks out these materials to Scouts and leaders and maintains records to ensure that all items are returned. He may also suggest the purchase of new literature and report the need to repair or replace any current items.

Duties:

- Keep the Troop library organized.
- Check-out/Check-in books from the Troop library.
- Follow up on late returns.
- Keep the Troop library spreadsheet up to date.
- Recommend new or replacement books for the Troop library.

Term: 6 months

Selection: Appointed by the SPL, ASPL, and JASM

Reports To: Junior Assistant Scoutmaster (JASM)

QUALIFICATIONS

Age: None

Rank: None

Experience: None

Attendance: 50% over the previous 6 months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop and PLC Meetings.
- Arrange for the ASPL or another Scout leader to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Keep the Troop Library and spreadsheet in organized and up to date.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position including the Troop Library and spreadsheet to your successor at the end of your term of office.

SCOUT AGREEMENT: I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Scout Webmaster

The troop webmaster is responsible for maintaining the troop's website. He should make sure that information posted on the website is correct and up-to-date, and that members' and leaders' privacy is protected. A member of the troop committee may assist him with his work.

Duties:

- Work with the Troop Webmaster to maintain the Troop website and Facebook site.

Term: 6 months

Selection: Appointed by the SPL, ASPL, and JASM

Reports To: Junior Assistant Scoutmaster (JASM) and the Troop Webmaster

QUALIFICATIONS

Age: None

Rank: None

Experience: None. Must have access to a computer and internet.

Attendance: 50% over the previous 6 months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop and PLC Meetings.
- Arrange for the ASPL or another Scout leader to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT:I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Instructor

Each instructor is an older troop member who is proficient in scouting skills and has the ability to teach those skills to others. The subjects that instructors may wish to teach include any of the areas that Scouts want to master, especially those such as first aid, camping, backpacking, orienteering, and others required for outdoor activities and rank advancement. A troop may have more than one instructor.

Duties:

- Teach other Scouts basic Scouting skills.

Term: 6 months

Selection: Appointed by the SPL, ASPL, and JASM

Reports To: Junior Assistant Scoutmaster (JASM)

QUALIFICATIONS

Age: 14 or older

Rank: First Class or higher.

Experience: The Instructor must be able to teach the Scouting skills needed to achieve the Tenderfoot, Second Class and First Class ranks.

Attendance: 50% over the previous 6 months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop and PLC Meetings.
- Arrange for the ASPL or another Scout leader to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Conduct at least three skill instruction classes during your term of office.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT:I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Chaplain Aide

The chaplain aide assists the troop chaplain (an adult from the troop committee or the chartered organization) in conducting the troop's religious observances. He sees that religious holidays are considered during program planning, and promotes the religious emblems program.

Duties:

- Make religious observances at Troop meals and activities.
- Assist the Troop Chaplain in promoting the religious emblems program.

Term: 6 months

Selection: Appointed by the SPL, ASPL, and JASM

Reports To: Junior Assistant Scoutmaster (JASM)

QUALIFICATIONS

Age: None

Rank: None

Experience: None

Attendance: 50% over the previous 6 months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop and PLC Meetings.
- Arrange for the ASPL or another Scout leader to assume your responsibilities including attending meetings and activities in your absence.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT: I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Order Of the Arrow Representative

The Order of the Arrow representative serves as a communication link between the troop and the local Order of the Arrow lodge. By enhancing the image of the Order as a service arm to the troop, he promotes the Order, encourages Scouts to take part in all sorts of camping opportunities, and helps pave the way for older Scouts to become involved in high-adventure programs. The OA troop representative assists with leadership skills training. He reports to the assistant senior patrol leader.

Duties:

- Attend Order of the Arrow Meetings at the Roundtable Meetings.
- Communicate OA news at Troop Meetings.
- Arrange for the OA elections.
- Encourage the Troop's Arrowmen to be active participants in the OA.

Term: 6 months

Selection: Elected by the Troop.

Reports To: Assistant Senior Patrol Leader (ASPL)

QUALIFICATIONS

Age: None

Rank: 1st Class

Other: Must be an OA member.

Experience: None

Attendance: 50% over the previous six months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop and PLC meetings.
- Arrange for the ASPL or another Scout leader to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Attend two OA activities.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT: I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Bugler

The bugler plays the bugle (or a similar instrument) to mark key moments during the day on troop outings, such as reveille and lights out. He must know the required bugle calls and should ideally have earned the Bugling merit badge.

Duties:

- Sound Reveille and Taps at Troop outings.

Term: 6 months

Selection: Appointed by the SPL, ASPL, and JASM

Reports To: Junior Assistant Scoutmaster (JASM)

QUALIFICATIONS

Age: None

Rank: None

Experience: Be able to bugle or willing to learn to bugle.

Attendance: 50% over the previous six months

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop Meetings.
- Arrange for another bugler to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Properly maintain the Troop bugle.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT: I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Junior Assistant Scoutmaster

A Scout at least 16 years of age who has shown outstanding leadership skills may be appointed by the senior patrol leader, with the consent of the Scoutmaster, to serve as a junior assistant Scoutmaster. A junior assistant Scoutmaster follows the guidance of the Scoutmaster in providing support and supervision to the troop's other boy leaders. He can be a valuable resource for teaching scouting skills to younger Scouts and in providing leadership to the troop. Upon turning 18, a junior assistant Scoutmaster is eligible to become an assistant Scoutmaster. A troop may have more than one junior assistant Scoutmaster.

Duties:

- Coach and support the Scout Leaders and Scouts.
- Teach other Scouts basic Scouting skills.
- Attend Roundtable Meetings
- Assist the Scoutmaster with Troop Leadership Training.
- Sign-off completion of Scout rank requirements.
- Perform other duties as assigned by the Scoutmaster.

Term: 6 months

Selection: Appointed by the Scoutmaster.

Reports To: Scoutmaster

QUALIFICATIONS

Age: At least 14 years old.

Rank: 1st Class or higher

Experience: Previously held a position in the Patrol Leaders Council.

Attendance: 50% over the previous 6 months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop, PLC and Roundtable Meetings.
- Arrange for the Scoutmaster or an Assistant Scoutmaster to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT: I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Den Chief

A den chief works with a den of Cub Scouts and with their adult leader. He assists with den meetings, encourages Cub Scout advancement, and serves as a role model for younger boys. Being a den chief can be a great first leadership experience for a Scout. Depending on the number of dens in the Cub Scout packs of its community, a troop may have several members serving as den chiefs. Den chiefs can be a great asset to den leaders and are deeply appreciated and admired by Cub Scouts and Cub Scout leaders alike.

Duties:

- Assist the Den Leader and Cub Scouts at weekly Den Meetings.
- Foster interest in Boy Scouts and the Troop.

Term: 6 months

Selection: Appointed by the Scoutmaster.

Reports To: Scoutmaster

QUALIFICATIONS

Age: None

Rank: None

Experience: None

Attendance: 50% over the previous 6 months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop, PLC and Roundtable Meetings.
- Arrange for the Den Leader to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT: I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____



Outdoor Ethics Guide

The outdoor ethics guide helps the troop plan and conduct an outdoor program that emphasizes effectively practicing the Outdoor Code, the Leave No Trace principles, and the Tread Lightly! Principles. The guide works to help Scouts improve their outdoor ethics decision-making skills to help minimize impacts as they hike, camp, and participate in other outdoor activities. In particular, he should support Scouts who are working to complete the relevant requirements for Tenderfoot, Second Class, and First Class ranks.

Duties:

- The guide works to help Scouts improve their outdoor ethics decision-making skills to help minimize impacts as they hike, camp, and participate in other outdoor activities

Term: 6 months

Selection: Appointed by the SPL, ASPL, and JASM

Reports To: Junior Assistant Scoutmaster (JASM)

QUALIFICATIONS

Age: 14 or older

Rank: 1st Class or higher

Experience: None

Attendance: 50% over the previous 6 months.

REQUIREMENTS

- Attend **Troop Leadership Training**. If unable to attend, complete the training designated by the Scoutmaster.
- Attend 75% of all Troop and PLC Meetings and their assigned patrol meetings.
- Arrange for the ASPL or another Scout leader to assume your responsibilities including attending meetings and activities in your absence.
- Perform the position duties with your best effort.
- Properly wear the Scout uniform.
- Live by the Scout Oath and Scout Law in your everyday life.
- Return your position binder to the Scoutmaster immediately after new Troop elections.
- Hand-off the position to your successor at the end of your term of office.

SCOUT AGREEMENT: I have read the job description for this position. I understand the duties, goals, and responsibilities and will carry them out to the best of my ability. I further understand that if I do not fulfill the responsibilities and requirements of this job then I can be removed.

Scout's signature: _____ Date: _____

PARENT SUPPORT AGREEMENT: I agree with the commitment my scout is making. I promise to support them in attending training, Troop meetings and Troop activities as well as with encouragement at home. I realize that their presence is necessary for the smooth operation of the Troop.

Parent's signature: _____ Date: _____

SCOUTMASTER'S AGREEMENT: The Scoutmaster (or designee) will provide feedback on scout's leadership performance.

Scoutmaster's signature: _____ Date: _____

When the term is completed, the Scoutmaster and Advancement Chair approve of the time served: Date ____
/ ____ / ____

Scoutmaster: _____ Advancement Chair: _____