



Scouts BSA Troop 221

Junior Leadership Guide & Application

Leading the way...
What does that mean?

Think about being a Cub Scout. You came to den meetings and did a lot of different and fun things. But who decided what to do and who planned the activities? The Den Leaders, right?
Sports teams are a lot of fun, too. But who decides who plays what position, who's on the starting lineup and when to substitute? The coach, right?

There is one thing that makes Scouting different from all other youth groups. Do you know what it is?

Well, it is not the uniform. Every soccer, basketball, and baseball team has a uniform.

It is not the fun activities. There are a lot of other things that are fun. And it certainly isn't cleaning dirty pots and pans on a campout!!



What makes Scouting special is that YOU make the decisions!

That's right! YOU run the troop. Baden-Powell made it very plain 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 a hand in making the Troop run. As a troop leader you will:

- Plan and run troop meetings,
- Pick troop outings, where to camp, what to do,
- Plan advancement opportunities for all troop members
- Select High-Adventure programs
- Determine troop policy
- Help other Scouts along the trail to Eagle.

Sound cool? It really is! The adults are there to provide support but YOU will be making the decisions.

Because being a leader is more than just sewing on a patch we have put together job descriptions for the troop leadership positions. They will give you a good idea of what each job is all about and what you will be required to do.

Here's how to be considered for a position. First read the job descriptions, qualifications, and job responsibilities. Then decide what you want to do and talk it over with your parents. You can also talk it over with other Scouts who have served in that position. Finally, get a troop job application form (on the back of this booklet), fill it out, have your parent(s) read and sign it and turn it in.

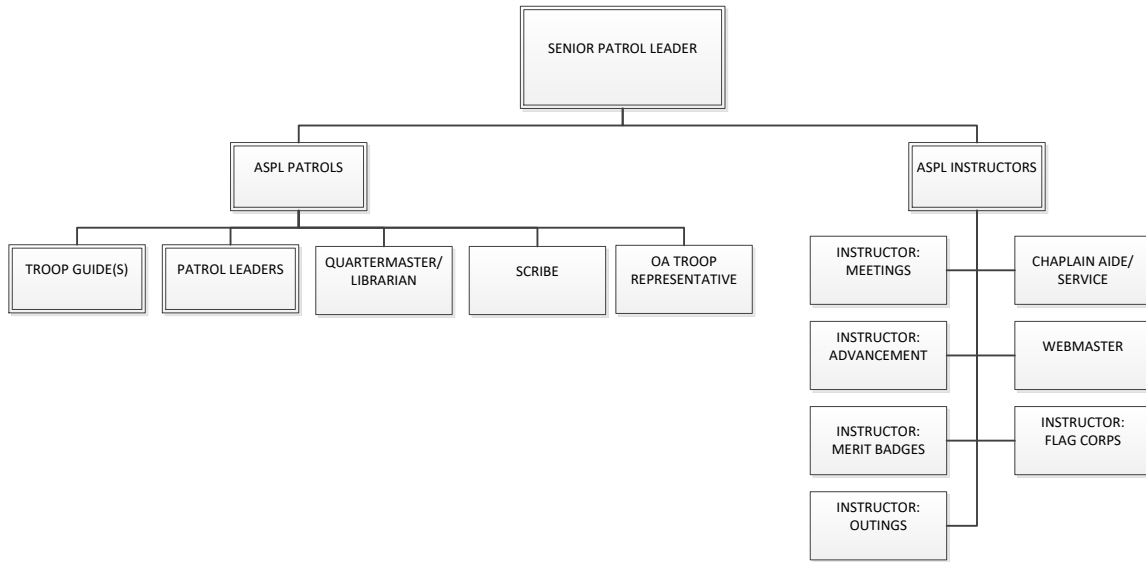
So, are you ready to "Lead the way"? We sure hope so!



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ORGANIZATIONAL CHART





SENIOR PATROL LEADER

GENERAL INFORMATION

Type: Elected by members of the Troop.

Term: 1 Year

Reports to: Scoutmaster

Description: The Senior Patrol Leader is elected by the Scouts to represent them as the top junior leader in the Troop.

Comments: The Senior Patrol Leader is the focal point of the Troop. They need to attend as close to all Troop functions as possible. One of the major parts of the SPLs job is to appoint other Troop leaders. They must choose leaders who are able, not just their friends or other popular Scouts.

QUALIFICATIONS

Age: none

Rank: Star Rank or higher (Scoutmaster may exempt this qualification)

Experience: Previous experience as SPL, ASPL, PL or APL (Scoutmaster may exempt this qualification)

Attendance: At least 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 85% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must notify the Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that the Assistant Senior Patrol Leader is ready to assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Responsible, through delegation to their leadership staff, for all Troop meetings, events, outings, activities, and the annual Program Planning Conference.

Oversees the performance of all junior leaders and officers in their performance of duties.

Advises and counsels them and conducts performance reviews with Scoutmaster

Runs the Patrol Leader's Council meeting.

Appoints other Troop junior leaders with the advice and counsel of the Scoutmaster.

Assigns duties and responsibilities to junior leaders and officers and verifies completion.

Assists the Scoutmaster with Junior Leader Training.

ASPL - INSTRUCTORS



GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader and Scoutmaster.

Term: 1 year

Reports to: Senior Patrol Leader

Description: The Assistant Senior Patrol Leader is the second highest-ranking leader in the Troop. The Assistant Senior Patrol Leader acts as the Senior Patrol Leader in the absence of the SPL or when called upon. They also provide leadership to other junior leaders in the Troop.

Comments: The most important part of the ASPL - Instructors position is their work with subordinates. The ASPL should be familiar with the subordinate positions, delegate leadership to them, and ensure a quality job is being done.

QUALIFICATIONS

Age: none

Rank: 1st Class or higher (Scoutmaster may exempt this qualification)

Experience: Previous experience as SPL, ASPL, Scribe, Historian, Quartermaster, Historian, Librarian, Instructor, PL or APL (Scoutmaster may exempt this qualification)

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 80% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also must make sure someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Helps the Senior Patrol Leader lead meetings and other activities; runs mtg in absence of SPL

Takes an active part in the annual Program Planning process.

Participates in Programming Committee and Patrol Leaders' Council meetings

Specific Duties: Works with the SPL and the SM to ensure that the Instructors of Meetings, Merit Badges, Advancement, Outings, Flag Corps, Chaplain Aide, and Webmaster understand and complete their job responsibilities. Acts as a coach and mentor to those with positions of responsibility. With the SPL(s) and the SM, reviews and recommends whether the office holder and leader receives credit for their time spent in the office.

- Delegates meeting planning activities to the Instructor – Meetings and ensures quality
- Oversees Instructor: Outings is meeting goals of quality program
- Oversees Instructor: Flag Corps in ensuring quality program
- Oversees Webmaster to ensure web site is up to date and reliable

ASPL - PATROLS



GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader and Scoutmaster.

Term: 1 year

Reports to: Senior Patrol Leader

Description: The Assistant Senior Patrol Leader is the second highest-ranking role in the Troop. The Assistant Senior Patrol Leader acts as the Senior Patrol Leader in the absence of the SPL or when called upon. They also provide leadership to other junior leaders in the Troop.

Comments: The most important part of the ASPL - Patrols position is managing their subordinates. The ASPL should be familiar with the positions in their area, instruct the leaders on completing their responsibilities, and stay current with the work being done.

QUALIFICATIONS

Age: none

Rank: 1st Class or higher (Scoutmaster may exempt this qualification)

Experience: Previous experience as SPL, ASPL, Scribe, Historian, Quartermaster, Historian, Librarian, Instructor, PL or APL (Scoutmaster may exempt this qualification)

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 80% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must notify the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also must make sure someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Directly in charge of Patrol Leaders, Troop Guide(s), Quartermaster/Librarian, and Scribe. Responsible for coaching and supervising assigned subordinates. Must actively participate and support all planning activities. Must have regular meetings and communications to ensure all assignments are being completed. With the SPL(s) and the SM, reviews and recommends whether the office holder and leader receives credit for their time spent in the office.



CHAPLAIN AIDE

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader.

Term: 6 month

Reports to: Assistant Senior Patrol Leader - Instructors

Description: The Chaplain Aide works with the adult Troop Chaplain to meet the religious needs of Scouts in the Troop. They also work to promote the religious awards program.

Comments: "Duty to God" is one of the core beliefs of Scouting. The Chaplain Aide helps everyone in the Troop by preparing short religious observations for campouts and other functions. The Chaplain Aide does not always lead the observations themselves and can have other Troop members help.

QUALIFICATIONS

Age: none

Rank: none

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 75% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Assistant Senior Patrol Leader, Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that someone will assume your duties.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Assist the Troop Chaplain with religious services at Troop activities

Organizes Scout Sunday services with sponsor church

Organizes service projects for sponsor church or other faith-based organizations

Tell Scouts about the religious emblem program for their faith

Makes sure religious holidays are considered during Troop program planning

Helps plan religious observances in Troop activities

Offers prayers and invocations at Troop events



DEN CHIEF

GENERAL INFORMATION

Type: Appointed by Scoutmaster.

Term: 1 year

Reports to: Scoutmaster and Den Leader

Description: The Den Chief works with a Cub Scout or WEBELOS Den Leader, helping to run the Den meeting, and helps out the Den at Pack Meetings. They demonstrate the best of Scouting to the Cubs, to convince them to join a Scouts BSA Troop upon graduation from the Cub Scout Pack.

Comments: The Den Chief provides knowledge of games and Scout skills that many Den Leaders lack. The Den Chief is also a recruiter for the Troop. This function is important because no Troop can thrive without new members and most new members come from Cub Scouting.

QUALIFICATIONS

Age: 13 or older

Rank: 1st Class or higher (Scoutmaster may exempt this qualification)

Experience: none

Attendance: At least 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 85% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that someone will assume your responsibilities if you have to miss your Den meeting.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Know the purpose of Cub Scouting

Help Cub Scouts advance through Cub Scout ranks

Encourage Cub Scouts to join a Scouts BSA Troop upon graduation

Assists with activities in the Den meetings

Is a friend to the youth in the Den

Helps out at weekly Den meetings and monthly Pack meetings

Meets with adult members of the Den, Pack, and Troop as necessary



OA TROOP REPRESENTATIVE

GENERAL INFORMATION

Type: Appointed by Senior Patrol Leader

Term: 6 month to one year

Reports to: Assistant Senior Patrol Leader

Description: An Order of the Arrow Troop Representative is a youth liaison serving between the local OA lodge or chapter and his troop. In their troop, they serve as a communication and programmatic link to the Arrowman and adult leaders and Scouts who are not presently members of the Order. They do this in a fashion that strengthens the mission of the lodge and purpose of the Order. By setting a good example, they enhance the image of the Order as a service arm to their troop.

QUALIFICATIONS

Age: Under 18 years old

Rank: 1st Class minimum

Experience: Induction into Order of the Arrow

Attendance: At least 60% Troop attendance over previous 6 months; at least 50% attendance at OA functions over last year

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 85% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Assistant Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure someone will assume your responsibilities. Attend Chapter meetings and OA functions.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Serves as a communication link between the lodge or chapter and the troop.
- Encourages year round and resident camping in the troop.
- Encourages older Scout participation in high adventure programs.
- Encourages Scouts to actively participate in community service projects.
- Assists with leadership skills training in the troop.
- Encourages Arrowmen to assume leadership positions in the troop.
- Encourages Arrowmen in the troop to be active participants in the lodge and/or chapter activities and to seal their membership in the Order by becoming Brotherhood members.
- Sets a good example
- Enthusiastically wears the Scout uniform correctly.
- Lives by the Scout Oath, Scout Law and OA Obligation
- Shows Scout spirit



PATROL LEADER

GENERAL INFORMATION

Type: Appointed by Senior Patrol Leader.

Term: 6 months

Reports to: Senior Patrol Leader

Description: The Patrol Leader is the elected leader of his patrol. They represent them to the Patrol Leaders' Council.

Comments: The Patrol Leader may easily be the most important job in the Troop. They have the closest contact with patrol members and are in the perfect position to help and guide them. The Patrol Leaders, along with the Senior Patrol Leader and Assistant Senior Patrol Leader are the primary members of the Patrol Leaders' Council.

QUALIFICATIONS

Age: none

Rank: 1st Class Rank or above

Experience: none

Attendance: At least 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 80% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must notify the ASPL of Patrols, Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that the Assistant Patrol Leader is ready to assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Represents the patrol on the Patrol Leaders' Council

Plans and steers patrol meetings, which are generally once per month as assigned by SPL

Helps Scouts advance in rank

Keeps patrol members informed

Knows what their patrol members and other leaders can do.

Takes responsibility to execute Troop weekly meetings as assigned

Patrol Leaders must conduct two special outings during their tenure, a Patrol Activity outing and a Service outing. Failure to conduct these outings will result in no credit for their tenure. These outings should be approved by the Scoutmaster.

TROOP GUIDE



GENERAL INFORMATION

Type: Appointed by the SPL and ASPL - Patrols.

Term: 1 year

Reports to: ASPL – Patrols, SPL, Scoutmaster

Description: The Troop Guide works closely with the ASPL – Patrols, Instructor of Advancement, Instructor of Merit Badges, Instructor of Meetings, and Instructor of Outings to ensure each new Scout has the opportunities needed to complete First Class rank in their first year. This position acts as the Patrol Leader for first year scouts as well.

Comments: The first year as a Scout is a critical time with new places, new people, new rules, and new activities. The Troop Guide is a friend to the new Scouts and makes the first year fun and successful.

QUALIFICATIONS

Age: 12 or older

Rank: 1st Class or higher

Experience: none

Attendance: At least 80% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 80% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must notify the ASPL of Patrols, Senior Patrol Leader or the Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that someone is ready to assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Acts as patrol leader of the new Scout patrol, planning and executing patrol meetings, which are generally once per month as designated by the SPL.

Introduces new Scouts to Troop operations (ex: getting sign offs, advancement, starting MBs)

Guides new Scouts through early Scouting activities

Shields new Scouts from harassment by older Scouts

Teaches basic Scout skills

Helps new Scouts earn Tenderfoot and First Class in their first year

Counsels individual Scouts on Scouting challenges

Attends Patrol Leaders' Council meetings



TROOP HISTORIAN

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader.

Term: 6 month

Reports to: Assistant Senior Patrol Leader

Description: The Troop Historian keeps a historical record or scrapbook of Troop activities.

Comments: The true value of a good Historian does not show up until years later. The Historian provides materials for displays and presentations of current activities. In addition, the Work of the Historian provides a link with the past. Must work with Librarian, Scribe, and Webmaster to record, store, and display materials to promote the Troop.

QUALIFICATIONS

Age: none

Rank: none

Experience: none, but an interest in photography is helpful.

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 60% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Gather pictures and facts about past Troop activities and keeps them in a historical file, scrapbook, Discord, or Troop Website along with the Webmaster.
- Takes care of Troop trophies, ribbons, and souvenirs of Troop activities.
- Keeps information about former members of the Troop.

At the end of each calendar year, the Troop Historian will compile an electronic copy of all submitted pictures from that year's activities. This will be placed in the Troop Archives, Troop website, Discord (or similar), and copies will be offered to the members.

TROOP INSTRUCTOR - ADVANCEMENT

GENERAL INFORMATION

Type: Appointed by Senior Patrol Leader

Term: 1 year

Reports to: ASPL – Instructors, SPL

Description: The Instructor teaches Scouting skills.

Comments: The Instructor will work closely both the Troop Guide(s) and Patrol Leaders. The Instructor does not have to be an expert but should be able to teach the Scoutcraft skills needed for rank advancement. This role will need to be aware of Scouts failing to advance and help them.

QUALIFICATIONS

Age: 14 or older

Rank: 1st Class or higher

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 75% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Responsible for planning and scheduling meetings and events/outings that teach and actively promote Scout skills that lead to advancement. The Troop will have one meeting per month for Patrols (planned and carried out by Troop Guides and Patrol Leaders), one for Merit badges (planned and carried out by Troop Instructor – Merit Badges), one for Advancement (planned and carried out by Troop Instructor – Advancement), and one for a general Troop meeting (planned and carried out by Troop Instructor – Meetings). Must actively recruit Troop members and guests to teach skills. Needs to work closely with other instructors to coordinate and schedule Troop participation. Must post advancement opportunities to the Troop website, calendar, and/or email updates to generate interest.



TROOP INSTRUCTOR- FLAG CORPS

GENERAL INFORMATION

Type: Appointed by ASPL Instructors, SPL, and Scoutmaster.

Term: 1 year

Reports to: ASPL Instructors, SPL, and Scoutmaster

Description: The Instructor coordinates all Flag Ceremony activities.

Comments: The Instructor will work closely with the ASPL Instructors and the Scoutmaster to ensure that the Troop conducts a respectful flag ceremony when required. They will enlist Scouts to be members of the Flag Corps. They will schedule and ensure that members attend all scheduled ceremonies as agreed to by the PLC. They will ensure that all equipment is in ready to use and presentable condition.

QUALIFICATIONS

Age: 12 or older

Rank: Tenderfoot Class or higher

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 75% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES:

Trains all new Scouts in conducting indoor, outdoor, and flag pole ceremonies.

Ensures maintenance and storage of gear

Gets US, Troop, and patrol flags for meetings and ceremonies and puts them away afterward

Creates schedule of all Flag Corp activities, including all high school Bogle Field football games

Recruits Corps members

Delegates duties to Corps members as appropriate

Leads a team in completion of specific goals

TROOP INSTRUCTOR - MEETINGS

GENERAL INFORMATION

Type: Appointed by Senior Patrol Leader

Term: 1 year

Reports to: ASPL – Instructors, SPL

Description: The Instructor plans weekly Troop meetings with the SPL; a very important position.

Comments: The Instructor will lead the Troop Instructor – Advancement, Troop Instructor – Merit Badges, and Troop Instructor – Outings, Patrol Leaders, and Troop Guides to plan meetings.

QUALIFICATIONS

Age: 14 or older

Rank: 1st Class or higher

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 75% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. You are expected to attend all Programming Committee meetings and annual planning meeting. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Responsible for ensuring a quality meeting program is scheduled for weekly Troop meetings. The Troop will have one meeting per month for Patrols (planned and carried out by Troop Guides and Patrol Leaders), one for Merit badges (planned and carried out by Troop Instructor – Merit Badges), one for Advancement (planned and carried out by Troop Instructor – Advancement), and one for a general Troop meeting (planned and carried out by Troop Instructor – Meetings). Troop Instructor – Meetings must help plan and coordinate all four meetings types. Meetings are to include speakers, presentations, games, skills teaching, and advancement opportunities. Must post meeting plans to Troop website, calendar, and in weekly Troop emails by communicating with Troop Webmaster and adult communications advisor. This requires thoughtful planning in advance; utilizing the Annual Planning Meeting and the Programming Committee meetings to ensure all leaders are prepared for meetings. Giving instructors less than a week's notice to prepare for a meeting is considered a failure to plan. The goal is to give instructors a month to prepare, sometimes more if it is a larger event. The Troop Instructor – Meetings is responsible for correcting situations with subordinates not planning quality meetings by guiding them with instruction.



TROOP INSTRUCTOR - MERIT BADGES

GENERAL INFORMATION

Type: Appointed by Senior Patrol Leader

Term: 1 year

Reports to: ASPL – Instructors, SPL

Description: The Instructor informs the Troop of merit badges through instruction.

Comments: The Instructor will work closely with the ASPL – Instructors, Troop Guides, and adult Merit Badge Advisors and Counselors to determine badges to present to the Troop. The Instructor does not have to be an expert but should be able to either present merit badge descriptions or arrange for a Merit Badge Counselor to teach the merit badges.

QUALIFICATIONS

Age: 14 or older

Rank: 1st Class or higher

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 75% of all Troop meetings, Patrol Leader's Council meetings, and Programming Committee Meetings. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Responsible for presenting merit badge earning opportunities to the Troop; concentrating on non-typical, non-Eagle required badges. This is to expose Scouts to merit badges outside the normal summer camp or merit badge college offerings. The goal is to start a "merit badge per month" program to include outings/field trips and guest speakers. Should do the research with the adult Merit Badge Advisor to ensure merit badges are earnable in a reasonable timeframe. The Troop will have one meeting per month for Patrols (planned and carried out by Troop Guides and Patrol Leaders), one for Merit badges (planned and carried out by Troop Instructor – Merit Badges), one for Advancement (planned and carried out by Troop Instructor – Advancement), and one for a general Troop meeting (planned and carried out by Troop Instructor – Meetings). Coordinating with the leaders of these other meetings is encouraged to allow for merit badges to be fully completed in a series of meetings.



TROOP INSTRUCTOR - OUTINGS

GENERAL INFORMATION

Type: Appointed by Senior Patrol Leader

Term: 1 year

Reports to: ASPL – Instructors, SPL

Description: The Instructor finds opportunities for the Troop and Patrols to go on outings.

Comments: The Instructor will work closely with the adult Outings Advisor, ASPL of Instructors, Troop Instructor – Meetings, and the Patrol Leaders to coordinate all outings in which the Troop will take part.

QUALIFICATIONS

Age: 13 or older

Rank: 1st Class or higher

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 75% of all Troop meetings, Programming Committee Meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Provide enough outings opportunities to aid Order of the Arrow eligibility (12 nights/2yrs) and rank advancement.
- Works with the Program Committee to ensure a successful outings program for all scouts. Ensures that outings are available for all age, rank and ability levels.
- Announces the outings to the Troop, collects signup sheets and interacts with the adult Trip Leader and Advisor of Outings to ensure a successful outing.
- Plans outings with sufficient time to prepare. Some outings may only need two weeks planning, others like high adventure camps may need 12-18 months. All outings require at least one meeting with participants to plan meals, tents, supplies, etc.
- Reports all camping nights, miles hiked/biked/canoed to adult troop records advisor.



TROOP LIBRARIAN

GENERAL INFORMATION

Type: Appointed by Senior Patrol Leader.

Term: 6 month

Reports to: Assistant Senior Patrol Leader of Patrols

Description: The Troop Librarian takes care of Troop literature

Comments: Since most Merit Badge materials are now online, this role requires that an applicant gives a proposal of what they will do to make it a meaningful role. The Librarian manages historical and current documents for the Troop.

QUALIFICATIONS

Age: none

Rank: none (Nobody above First Class is eligible for this rank, they should choose other roles)

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 60% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Assistant Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Take care of the Troop Library of reference materials, handbooks and merit badge books.

Keeps a record of books and pamphlets owned by the Troop

Stores PLC/Procomm meeting notes from the Scribe in the library in an organized way.

Ensures new or replacement items are added as needed

Keeps books and pamphlets available for borrowing

Keeps a system for checking books and pamphlets in and out

Follows up on late returns

Accepts donations of used merit badge books and enters them into library records

TROOP QUARTERMASTER



GENERAL INFORMATION

Type: Appointed by Senior Patrol Leader

Term: 6 month

Reports to: Assistant Senior Patrol Leader of Patrols

Description: The Troop Quartermaster keeps track of Troop equipment and sees that it is kept in good working order.

Comments: The Quartermaster does most of their work around campouts. There are times when the Quartermaster has to be available to check equipment in and out.

QUALIFICATIONS

Age: none

Rank: none

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 60% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Assistant Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Keeps records on patrol and Troop Equipment

Makes sure equipment is in good working order

Issues equipment and makes sure it is returned in good condition

Make suggestions to PLC and Scoutmaster for new or replacement items

Works with Troop Committee Member responsible for equipment

TROOP SCRIBE



GENERAL INFORMATION

Type: Appointed by Senior Patrol Leader

Term: 6 month

Reports to: Assistant Senior Patrol Leader

Description: The Scribe keeps Troop records. They record the activities of the Patrol Leaders' Council and keep a record of dues, advancement, and Scout attendance at Troop meetings.

Comments: To be a good Scribe, you need to attend nearly all Troop and Patrol Leaders' Council meetings.

QUALIFICATIONS

Age: none

Rank: none

Experience: none

Attendance: At least 60% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 85% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Assistant Senior Patrol Leader of Patrols or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Records individual Scout attendance at all meetings and events in Scoutbook

Attends and keeps a log of Patrol Leaders' Council (PLC) meetings

Attends and keeps a log of Program Committee (PROCOM) meetings

Records individual Scout dues/fees payment and reports to finance Troop Committee Member as needed

Works with the Troop Committee Member responsible for records

Works with the Troop Committee member responsible for communications to ensure that all Scouts receive information on Troop activities

TROOP WEBMASTER



GENERAL INFORMATION

Type: Appointed by the SPL

Term: 6 months

Reports to: ASPL

Description: The Webmaster is responsible for the troop website. They should work with an adult leader to keep information on the web site about the troop such as pictures of past activities and dates and information of upcoming events and activities.

Comments: The Troop Webmaster is key to troop communications and updates.

QUALIFICATIONS

Age: none

Rank: 1st Class or higher

Experience: None

Attendance: 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: TBD

Attendance: You are expected to attend 75% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means that you will wear all of the parts of the troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you say and do.

Attendance: Set the example by being an active Scout. Be on-time for meetings and activities. You must call the Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that the Assistant Senior Patrol Leader is ready to assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Maintain the troop website

Add content to the troop website

Work with other leaders to make sure the online calendar is accurate

Communicate with the troop using other approved online channels

BSA Troop 221 Leadership Position Application

(Return to Scoutmaster when complete)



Your Name: _____ Age: _____

Current Rank: _____

Current Position: _____

Previous Positions:

Attendance (6 months): (get from Scoutbook) _____

List your first three choices:

1st Choice	2nd Choice	3rd Choice

For your first choice, use this space to tell why you want this job, how you would do the job, and why you are the best choice for this position.

Scout's Agreement

I have read the job descriptions for these positions. I understand the duties and responsibilities and if selected will carry them out to the best of my ability.

(Signature)	(Date)
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Parent's 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 once selected, their presence is necessary for the smooth functioning of the troop.

(Signature)	(Date)
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Retired Positions



ASSISTANT PATROL LEADER

GENERAL INFORMATION

Type: Appointed by the Patrol Leader.

Term: 6 month

Reports to: Patrol Leader

Description: The Assistant Patrol Leader is appointed by the Patrol Leader and leads the patrol in his absence.

Comments: Substituting for the Patrol Leader is only part of the Assistant Patrol Leader's Job. The APL actively helps run the patrol.

QUALIFICATIONS

Age: none

Rank: none

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 75% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Patrol Leader, Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that someone will assume your duties.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Helps the Patrol Leader plan and steer patrol meetings and activities

Helps the Patrol Leader keep patrol members informed



TROOP INSTRUCTOR- Service Projects

GENERAL INFORMATION

Type: Appointed by Scoutmaster.

Term: 1 year

Reports to: Scoutmaster

Description: The Instructor finds opportunities for the Troop and Patrols to provide service to the community.

Comments: The Instructor will work closely with the ASPL of Officers and the Patrol Leaders to coordinate all Service projects (not Eagle Projects) in which the Troop or individual Patrols will take part. The Troop will do these events:

Roanoke Mountain trash pickup (once per quarter)

RAM House Food Serving (once per quarter)

Food Drive (twice per year)

QUALIFICATIONS

Age: 13 or older

Rank: 1st Class or higher

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 75% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Works with other Scout Leaders and Adult Leaders to identify service opportunities

Coordinates with outside agencies to identify dates and times for projects

Ensures that all permits and paperwork and materials are available for the projects

Recruits Scouts to complete the projects and reports to Historian and ASM for records

TROOP INSTRUCTOR- First Year Scout Instruction

GENERAL INFORMATION

Type: Appointed by Scoutmaster.

Term: 1 year

Reports to: Scoutmaster

Description: The Instructor teaches Scouting skills, Patrol methods and Scouting.

Comments: The Instructor will work closely with both the Troop Guide and with the Assistant Scoutmaster for New Scouts. The Instructor does not have to be an expert but should be able to teach the Scoutcraft skills needed for Tenderfoot, Second Class, and First Class ranks. The Troop can have more than one Instructor.



QUALIFICATIONS

Age: 14 or older

Rank: 1st Class or higher

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 75% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Teaches basic Scouting skills in Troop and patrols.

Encourages Scouts to advance and learn

Employs enthusiasm and Scout spirit to encourage good Scouting



TROOP LEAVE NO TRACE TRAINER

GENERAL INFORMATION

Type: Appointed by Senior Patrol Leader

Term: 6 month

Reports to: Assistant Senior Patrol Leader

Description:

The troop Leave No Trace Trainer teaches members the principles of Leave No Trace, improves Scouts' outdoor ethics decision making skills, that helps minimize the impact on the land.

Comments: The senior patrol leader may appoint a Scout, 14 years or older, who has successfully completed the official 16-hour Leave No Trace Trainer training course to serve as the troop Leave No Trace Trainer. A Scout under the age of 14, or who has not completed Leave No Trace Trainer training may serve as an Instructor teaching Leave No Trace skills until they obtain the necessary training.

QUALIFICATIONS

Age: 14 or older

Rank: 1st Class or higher

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Prerequisites: Youth must have completed the 16 hour Leave No Trace Trainer Course approved by the Leave No Trace Center for Outdoor Ethics and the BSA, from any recognized Leave No Trace Master Educator PRIOR TO ASSUMING THE POSITION.

Attendance: You are expected to attend at least 75% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

The Leave No Trace Trainer teaches troop and patrol members the principles of Leave No Trace, improves Scouts' outdoor ethics decision making skills, and helps the troop and patrol to prevent avoidable impacts and minimize unavoidable impacts from their use of the outdoors. The senior patrol leader may appoint a Scout who has successfully completed the 16-hour minimum nationally recognized Leave No Trace Trainer training course to serve as a Leave No Trace Trainer. A Scout who has not completed Leave No Trace Trainer training may serve as an Instructor teaching Leave No Trace skills until they obtain the necessary training.

Resources:

BSA Leave No Trace 101 Course Guide, a 3 hour or more program.

Teaching Leave No Trace (on scouting.org)

BSA Awareness Cards (No. 21-116)

Boy Scout Handbook, Chapter 7

Fieldbook, Chapters 7-10

TROOP INSTRUCTOR- Patrol Activities

GENERAL INFORMATION

Type: Appointed by Scoutmaster.

Term: 1 year

Reports to: Scoutmaster

Description: The Instructor teaches Scouting skills.

Comments: The Instructor will work closely both the ASPL for Officers and the Patrol Leaders to ensure that the Patrol Leaders complete their responsibility for conducting Patrol Activities.

QUALIFICATIONS

Age: 13 or older

Rank: 1st Class or higher

Experience: none

Attendance: At least 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Troop Junior Leadership training even if you have attended in the past.

Attendance: You are expected to attend at least 75% of all Troop meetings, Patrol Leader's Council meetings, outings, and service projects. If your attendance is low, or you have (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means you will wear all of the parts of the Troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your every day life. Show Scout Spirit in everything you do or say.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Will interact with PLs to ensure that are aware of their responsibility to conduct Patrol activities

Assists the PLs to choose and plan appropriate (safe, fun and educational) activities that meet Scouting's ideals for activities

Acts as a liaison between the PLs and the planning committee, ensuring that the PLs can successfully execute their plans

Ensures that all approval, permits, adult leadership and materials are available for proposed activities

If necessary, attends and assists the PL to execute their plans

Ensure that PLs complete all reporting requirements (Historian and ASM for records)