



Troop Quartermaster

Scout Leader Position Description

Responsible To: Assistant Senior Patrol Leader and ASM Quartermaster

Minimum Rank for this Job: Star

Ranks that this job may apply toward: Life, Eagle

Job Description: Troop Quartermaster is responsible for procurement, deployment, and maintenance of troop equipment.

Specific Duties:

1. Keeps records of patrol and troop equipment.
2. Train Assistant QM to fulfill duties in your absence.
3. Oversee Assistant QM and guide him in carrying out his duties
4. Suggest new or replacement items.
5. Participate in all troop PLC meetings to report any equipment needs and status.
6. Work with troop committee member responsible for troop equipment .
7. Set a good example.
8. Enthusiastically wear the Scout uniform correctly.
9. Live by the Scout Oath and Law.
10. Meet Active Scout Requirement.
 - a. Attend the Troop Leadership Training (TLT)

I have read and understand the responsibilities I am agreeing to fulfill in taking this position. If I don't fulfill all of the job requirements as outlined above, I understand I will not receive leadership credit for this position toward rank advancement.

Print Name

Signature

Date



Quartermaster Evaluation Form - Troop 288

This form is to assist you in satisfying the requirements for rank advancement which have been approved by the Scoutmaster. Use this form throughout your term as Quartermaster to record your accomplishments. Space under requirements left blank will be considered as “no effort” made on this requirement.

Name: _____ Date: _____ to _____

Complete Troop Leadership Training.

Maintain and use existing record system for the patrol and troop equipment.

Keep troop equipment in good condition by identifying or replacing lost, worn out, broken, or outdated equipment.

Check out the troop’s equipment. Keep an accurate record of who the equipment was issued to, and make sure the Patrol Leader signs for the equipment received.

See to it that all of the troop equipment is returned after each outing and it is dry, packed properly and each piece in good condition. When received and accounted for, make sure the records indicate the items returned, ones not returned, and those returned broken or damaged.

On each outing, inspect each piece of troop equipment prior to take down, to see which items need repair, cleaning, or drying out. Troop equipment damaged, lost or stolen is to be replaced or repaired by the troop and reported to the PLC. The scout or scouts responsible are to incur any expense for these repairs or replacements.

Recommend new or replacement equipment for worn out or broken equipment found to be non-repairable.

Attend a majority of the Patrol Leader Council meetings.

Train Assistant Quartermaster to fulfill duties in your absence.

Enthusiastically wear the uniform correctly, set a good example.

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Use the space below to list any additional accomplishments you feel contributed to fulfilling leadership requirements for this position