

Troop Leadership Positions Overview

Senior Patrol Leader

As senior patrol leader, I will manage my troop:

- Assign duties and responsibilities to ASPL and PLs and make sure they are completed
- Plan ahead for and lead troop in all meetings, events, and outings
- Plan and run Troop Leadership Training and Troop Planning workshop
- Name appointed boy leaders with the advice & consent of the SM.
- Plan and run 6 PLC meetings and 12 troop meetings
- Manage the planning of 6 troop outings by individual patrols
- Ensure the troop is a safe place for everyone
- Discuss progress of all scouts reporting to me at 2, 4, and 6 month points of term
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law
- Fulfill the requirements of this position for 6 months.
- Arrive 15 minutes before start time of all meetings, also last to leave meetings.
- Attend all troop committee meetings.

Assistant Senior Patrol Leader

As assistant senior patrol leader, I will support the senior patrol leader:

- Assign duties and responsibilities to troop leaders and make sure they are completed
- Weekly phone calls to all PL's.
- Support and assist the SPL in all PLC meetings, troop meetings, and troop outings
- Arrive early to all meetings
- Lead troop in all activities when the SPL is unavailable
- Participate in Leader Training and Troop Planning workshop
- Discuss progress of all scouts reporting to me at 2, 4, and 6 month points of term
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law
- Fulfill the requirements of this position for 6 months.

Patrol Leader

As patrol leader, I will do my best to build patrol spirit and lead my patrol:

- Plan and lead at least 6 patrol meetings or activities
- Keep all patrol members informed of troop plans
- Track activities, attendance, and advancement of my patrol on web site
- Volunteer myself and my patrol as needed to make the troop run well
- Assign jobs to patrol members and help them succeed in those jobs
- Represent the patrol at all PLC meetings and training sessions
- Prepare my patrol to successfully participate in all troop activities
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law

Assistant Patrol Leader

As assistant patrol leader, I will do my best to build patrol spirit and help lead my patrol

- Plan and lead at least 6 patrol meetings or activities
- Keep all patrol members informed of troop plans
- Serve as the patrol QM or securing supplies from the QM.
- Help develop & maintain patrol spirit
- Work with other troop leaders to make the troop run well
- Attend at least 2 PLC meetings and training sessions and Troop Planning Conference
- Prepare my patrol to successfully participate in all troop activities
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law

Troop Guide

As troop guide, I will support the new scouts in my troop:

- Lead new scout patrol and provide direction, coaching, and support to new scouts to strengthen their patrol and my troop
- Help all scouts in my charge advance to 1st class
- Attend spring camp outings and summer camp
- Organize a patrol meeting every month – 12 meetings
- When PL is elected, guide him through the PLC, duties of PL, etc
- Participate in at least 4 PLC meetings with new scout patrol leaders
- Attend PLC meetings (with the PL when they elect one)
- Help ASM train the new PL
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law
- Fulfill the requirements of this position for **12 months**
- Attend the Troop Leadership Training at the beginning of the term and the Troop Panning Conference.

Den Chief

As den chief, I will promote Boy Scouting to Cub Scouts:

- Attend 75% of den meetings of the assigned den
- Complete Den Chief training (on-line or in person)
- Help the den leader in teaching skills and managing the den
- Assist Cub Scouts in earning their Webelos badge and Arrow of Light
- Encourage Cub Scouts to continue on to Boy Scouts
- Submit a report to ASPL or Scoutmaster from the den leader about my accomplishments
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law
- Fulfill the requirements of this position for **12 months**.

Webmaster

As troop webmaster, I will improve communication in the troop:

- Maintain a usable information site for use by scouts, parents, and interested boys
- Update troop calendar and Outing pages weekly.
- Publish calendar, permission forms, news, and other information
- Work with historian, scribe, librarian on projects involving web page
- Publish documents, forms, and information requested by troop leaders
- Keep troop information up to date and published in a timely manner
- Train and assist other scouts in troop positions with maintaining their areas
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law
- Fulfill the requirements of this position for 6 months.

Instructor

As instructor, I will increase the skill level of my troop:

- Instruct at least 6 different Scouting skills to the troop; track my accomplishments
- Prepare my presentations well in advance to ensure success
- Assist scouts in completing their 1st Class scouting skills requirements
- Be available for assignments from the SPL/ASPL as needed
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law
- Fulfill the requirements of this position for 6 months.

Order of the Arrow Representative

As troop OA Rep, I will promote OA, service, and camping in the troop:

- Attend 75% of OA meetings
- Ensure troop is informed of OA events and news
- Assist OA members in gaining their Brotherhood membership
- Coordinate OA elections at the troop
- Assist with leadership skills training in the troop
- Promote and teach Leave No Trace in the troop
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law
- Fulfill the requirements of this position for 6 months.

Chaplain Aide

As chaplain aide, I will promote the concept of Reverence in the troop:

- Attend every troop campout or arrange a replacement beforehand
- Prepare before hand and lead a religious service at every campout which I attend that includes a Sunday morning
- Prepare a grace and lead the troop before every meal
- Maintain the Chaplain's area of the web site with graces, prayers, and resources
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law
- Fulfill the requirements of this position for 6 months.

Bugler

As bugler, I will support the Senior Patrol Leader:

- Practice bugling so I am prepared when called on
- Sound Taps, Revelry, and Assembly at troop campouts
- Sound appropriate calls at Courts of Honor and other assemblies as directed by SPL
- Earn Bugling merit badge
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law
- Fulfill the requirements of this position for 6 months.

Librarian

As librarian, I will keep troop library and materials organized and accessible

- Maintain and organize all troop books, pamphlets, and related materials
- Make troop resources available on the web site for scouts to check out
- Maintain a record of which scouts have checked out materials
- Report at least 2 times to the PLC on materials needing replacement or updating
- Retrieve all checked out materials before the end of my term
- Request the purchase merit badge pamphlets and other materials as needed
- Collect information, organize and publish quarterly newsletter for each COH.
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law
- Fulfill the requirements of this position for 6 months.

Scribe

As scribe, I will keep my troop informed about activities

- Record on the web site, an account of every PLC and troop meeting
- Record individual scout attendance in TM for all troop functions
- Collect dues at every COH, give to treasurer and record in TroopMaster
- Arrange a replacement scribe for activities as needed
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law
- Fulfill the requirements of this position for 6 months.

Quartermaster

As quartermaster, I will manage my troop's equipment:

- keep the troop equipment inventory list up to date on the web site
- Train and oversee assistant QM to fulfill duties in your absence
- keep troop equipment in good condition
- participate in at PLC meetings to report any equipment needs and status
- receive and record a patrol equipment inventory from each patrol at least once
- supply patrol quartermasters with needed equipment
- wear my uniform correctly, set a good example, practice the Scout Oath and Law
- fulfill the requirements of this position for 6 months.

Assistant Quartermaster

As assistant quartermaster, I will manage my troop's equipment:

- help keep records of patrol & troop equipment
- Work with patrol APL's to issue equipment and see that it is returned in good order
- Make lists of needed supplies & forward to QM
- keep troop equipment in good condition
- participate in at least 3 PLC meetings to report any equipment needs and status
- Responsible for Troop used uniform closet, display available items monthly
- wear my uniform correctly, set a good example, practice the Scout Oath and Law
- fulfill the requirements of this position for 6 months.

Historian

As historian, I will document the activities of my troop

- Maintain and add to the troop history record on the web site
- Photograph and publish to website digital pictures of all troop functions
- Publish photographs from troop activities on the web site
- Develop presentations (e.g. Power Point) for recruiting and Courts of Honor.
- Submit at least one article about a troop event to local newspapers
- Write about troop awards and recognitions in the troop record
- At weekly meeting present "Today in History" facts
- Gathers pictures and facts about past activities of the troop and keeps them in scrapbooks, wall displays, information files, or the web.
- Compile picture of each Eagle scouts project and publish to website
- Update troop record information, such as new eagle scouts, troop leaders, troop roster
- Keep historic items safe such as ribbons, awards, and memorabilia
- Wear my uniform correctly, set a good example, practice the Scout Oath and Law
- Fulfill the requirements of this position for 6 months.