



Leading the way...



Scout Leadership Positions Duties and Responsibilities



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 not it's not just Patrol Leaders. All of the troop Position of Responsibilities 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 Position of Responsibilities. 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, 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!

SEE THE LAST PAGE OF THIS GUIDE FOR A COMMITMENT CONTRACT



Troop 707

Position of Responsibility Description

SENIOR PATROL LEADER (SPL)

GENERAL INFORMATION

Type: Elected by the members of the troop

Term: 6 months

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. He needs to attend as close to all troop functions as possible. One of the major parts of the SPL's job is to appoint other troop leaders. He must choose leaders who are able, not just his friends or other popular Scouts.

QUALIFICATIONS

Age: None

Attendance: 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

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. Note that not having a replacement person at an event that is acting on your behalf counts as an unexcused absence. You are expected to be 10 minutes early to every meeting with the meeting agenda. You will review the meeting agenda with the Scoutmaster at that time. You are also expected to stay 10 minutes after the meeting to go over what happened at the meeting, what can be improved and what went well with the Patrol Leaders and ASPL.

GENERAL RESPONSIBILITIES

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 RESPONSIBILITIES

- Run all troop meetings, events, activities, and the annual program planning conference
- 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
- Assists the Scoutmaster with Introduction to Leadership Skills Training
- Sets a good example
- Wears the Scout uniform correctly
- Lives by the Scout Oath and Law
- Shows Scout Spirit



Troop 707 Position of Responsibility Description PATROL LEADER (PL)

GENERAL INFORMATION

Type: Elected by members of the patrol

Term: 6 months

Reports to: Senior Patrol Leader

Description: The Patrol Leader is the elected leader of his patrol. He represents his patrol on the Patrol Leader's Council.

Comments: The Patrol Leader may easily be the most important job in the troop. He has the closest contact with the patrol members and is 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

Attendance: 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

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. Note that not having a replacement person at an event that is acting on your behalf counts as an unexcused absence. You are expected to stay 10 minutes after the meeting to go over what happened at the meeting, what can be improved and what went well with the SPL, other Patrol Leaders and ASPL.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader 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 RESPONSIBILITIES

- Appoints the Assistant Patrol Leader
- Represents the patrol on the Patrol Leader's Council
- Plans and steers patrol meetings
- Helps Scouts advance
- Acts as the chief recruiter of new Scouts
- Keeps patrol members informed
- Knows what his patrol members and other leaders can do.
- Sets the example
- Wears the uniform correctly
- Lives the Scout Oath and Law
- Shows Scout Spirit



Troop 707
Position of Responsibility Description

JUNIOR ASSISTANT SCOUTMASTER (JASM)

GENERAL INFORMATION

Type: Appointed by the Scoutmaster

Term: 6 months

Reports to: Scoutmaster

Description: The Junior Assistant Scoutmaster serves in the capacity of an Assistant Scoutmaster except where legal age and maturity are required. He must be at least 16 years old and not yet 18. He's appointed by the Scoutmaster because of his leadership ability.

Comments: In many cases the JASM has the same responsibilities as an Assistant Scoutmaster.

QUALIFICATIONS

Age: At least 16 years old

Rank: Eagle

Experience: Previous Position of Responsibilities

Training: Attended NYLT or Introduction to Leadership Skills Training

Attendance: 75% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

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.

GENERAL RESPONSIBILITIES

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 RESPONSIBILITIES

Functions as an Assistant Scoutmaster

Performs duties as assigned by the Scoutmaster

Sets a good example

Wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout Spirit



Troop 707 Position of Responsibility Description

OA TROOP REPRESENTATIVE

GENERAL INFORMATION

Type: Appointed by SPL with Scoutmaster approval

Term: 6 Months

Reports to: Assistant Senior Patrol Leader

Description: The Order of the Arrow Troop Representative is a youth liaison serving between the local OA lodge or chapter and his unit.

Comments: In his unit, he will serve as a communication and programmatic link to and from Arrowmen, adult leaders and Scouts who are not presently members of the Order. He will do this in a fashion that strengthens the mission of the lodge, purpose of the Order and the mission of the Boy Scouts of America. By setting a good example, he will enhance the image of the Order as a service arm to his unit.

QUALIFICATIONS

Age: None

Experience: OA Member in good standing

Attendance: 75% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

Attendance: You are expected to attend 75% of all troop meetings, a majority of the Chapter's 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.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Assistant Senior Patrol Leader 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 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 Position of Responsibilities 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
- Wears the Scout uniform correctly



Troop 707 Position of Responsibility Description

DEN CHIEF

GENERAL INFORMATION

Type: Appointed by the Scoutmaster

Term: 6 Months

Reports to: Assistant Scoutmaster and Den Leader

Description: The Den Chief works with the Cub Scouts, Webelos Scouts, and Den Leaders in 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 will come from Cub Scouting.

QUALIFICATIONS

Age: Usually about 3 years older than the Cubs Scout Den.

Experience: None

Attendance: 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past. Den Chief training is recommended.

Attendance: You are expected to attend 75% of all troop 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.

In terms of attendance with your den, you are expected to attend 90% of den meetings and pack functions. You must inform the Den Leader if you will be absent.

GENERAL RESPONSIBILITIES

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.

SPECIFIC RESPONSIBILITIES

Knows the purposes of Cub Scouting

Helps Cub Scouts advance through Cub Scout ranks

Encourages Cub Scouts to join a Boy Scout troop upon graduation

Assists with activities in the den meetings

Is a friend to the boys 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

Sets the example

Wears the uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit



Troop 707

Position of Responsibility Description

INSTRUCTOR

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader with Scoutmaster Approval

Term: 6 months

Reports to: Assistant Senior Patrol Leader

Description: The Instructor teaches Scouting skills.

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: None

Experience: None

Attendance: 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

Attendance: You are expected to attend 75% of all troop 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.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Assistant Senior Patrol Leader 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 RESPONSIBILITIES

Teaches basic Scouting skills in troop and patrols

Sets a good example

Wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit



Troop 707 Position of Responsibility Description

TROOP GUIDE

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader with Scoutmaster Approval

Term: 6 months

Reports to: Assistant Scoutmaster for New Scouts

Description: The Troop Guide works with new Scouts. He helps them feel comfortable and earn their First Class rank in their first year.

Comments: The first year as a Boy 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 first year fun and successful. This is an important position.

QUALIFICATIONS

Age: None

Experience: None

Attendance: 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

Attendance: You are expected to attend 75% of all troop 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.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader 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 RESPONSIBILITIES

Introduces new Scouts to troop operations

Guides new Scouts through early Scouting activities

Shields new Scouts from harassment by older Scouts

Helps new Scouts earn First Class in their first year

Teaches basic Scout skills

Coaches the patrol leader of the new Scout patrol on his duties

Works with the patrol leader at Patrol Leaders' Council meetings

Attends Patrol Leaders' Council meetings with the patrol leader of the new Scout patrol

Assists the Assistant Scoutmaster with training

Counsels individual Scouts on Scouting challenges

Sets a good example

Wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout Spirit



Troop 707
Position of Responsibility Description

ASSISTANT SENIOR PATROL LEADER

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader with Scoutmaster Approval

Term: 6 months

Reports to: Senior Patrol Leader

Description: The Assistant Senior Patrol Leader is the second highest ranking patrol 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. He also provides leadership to other junior leaders in the troop.

Comments: The most important part of the ASPL position is his work with the other junior leaders. The ASPL should be familiar with the other positions and stay current with the work being done.

QUALIFICATIONS

Age: None

Experience: None

Attendance: 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

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.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Senior Patrol Leader 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 RESPONSIBILITIES

Helps the Senior Patrol Leader lead meetings and activities

Runs the troop in the absence of the Senior Patrol Leader

Helps train and supervise the Troop Scribe, Quartermaster, Instructor, Librarian, Historian, and Chaplain Aide

Serves as a member of the Patrol Leader's Council

Sets a good example

Wears the Scout uniform correctly

Lives the Scout Oath and Law

Shows Scout Spirit



Troop 707 Position of Responsibility Description

ASSISTANT PATROL LEADER

GENERAL INFORMATION

Type: Appointed by the Patrol Leader

Term: 6 months

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

Experience: None

Attendance: 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

Attendance: You are expected to attend 75% of all troop meetings, Patrol Leaders' Council meetings (If patrol leader cannot), 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.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Patrol Leader 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 RESPONSIBILITIES

Helps the Patrol Leader plan and steer patrol meetings and activities

Helps the Patrol Leader keep patrol members informed

Helps the patrol get ready for all troop activities

Represents his patrol at Patrol Leader's Council meetings when the Patrol Leader cannot attend

Lends a hand controlling the patrol and building patrol spirit.

Sets a good example

Wears the Scout uniform correctly

Lives the Scout Oath and Law

Shows Scout Spirit



Troop 707 Position of Responsibility Description

CHAPLAIN AIDE

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader with Scoutmaster Approval

Term: 6 months

Reports to: Assistant Senior Patrol Leader / Adult Chaplain

Description: The Chaplain Aide works with the Troop Chaplain to meet the religious needs of Scouts in the troop. He also works 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 observation himself and can have other troop member's help.

QUALIFICATIONS

Age: None

Experience: None

Attendance: 75% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

Attendance: You are expected to attend 75% of all troop 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.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Assistant Senior Patrol Leader 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 RESPONSIBILITIES

Assists the Troop Chaplain with religious services at troop activities

Tells Scouts about the religious emblem program for their faith

Makes sure religious holidays are considered during troop program planning

Helps plan for religious observance in troop activities, especially campouts and Courts of Honor.

Therefore is expected to be at 75% of all campouts and 100% of all campouts that go into Sunday.

Sets a good example

Wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit



Troop 707 Position of Responsibility Description

TROOP HISTORIAN

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader with Scoutmaster Approval

Term: 6 months

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 material for displays and presentations of current activities. In addition, the work of the Historian provides a link with the past.

QUALIFICATIONS

Age: None

Experience: None, but interest in photography is helpful

Attendance: 75% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

Attendance: You are expected to attend 75% of all troop 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.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Assistant Senior Patrol Leader 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 RESPONSIBILITIES

Gathers pictures and facts about past troop activities and keeps them in a historical file or scrapbook

Takes care of troop trophies, ribbons, and souvenirs of troop activities

Keeps information about former members of the troop

Sets a good example

Wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit



Troop 707 Position of Responsibility Description

TROOP LIBRARIAN

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader with Scoutmaster Approval

Term: 6 months

Reports to: Assistant Senior Patrol Leader

Description: The Troop Librarian takes care of troop literature.

Comments: The library contains books of historical value as well as current materials. All together, the library is a troop resource worth hundreds of dollars. The Librarian manages this resource for the troop.

QUALIFICATIONS

Age: None

Experience: None

Attendance: 75% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Introduction to Leadership Skills Training even if you have attended in the past.

Attendance: You are expected to attend 75% of all troop 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.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Assistant Senior Patrol Leader 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 RESPONSIBILITIES

Sets up and takes care of a troop library

Keeps records of books and pamphlets owned by the troop

Adds new or replacement items 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

Sets a good example

Wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit



Troop 707 Position of Responsibility Description

TROOP QUARTERMASTER

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader with Scoutmaster Approval

Term: 6 months

Reports to: Assistant Senior Patrol Leader/Adult Quartermaster

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

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

QUALIFICATIONS

Age: None

Experience: None

Attendance: 75% over the previous six months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

Attendance: You are expected to attend 75% of all troop 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.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on-time for meetings and activities. You must call the Assistant Senior Patrol Leader 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 RESPONSIBILITIES

Keeps records on patrol and troop equipment

Makes sure equipment is in good working condition

Issues equipment and makes sure it is returned in good condition

Makes suggestions for new or replacement items

Works with the Troop Committee member responsible for equipment

Gets the US, troop, and patrol flags for meetings and ceremonies and puts them away afterwards.

Sets a good example

Wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit



Troop 707 Position of Responsibility Description

TROOP SCRIBE

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader with Scoutmaster Approval

Term: 6 months

Reports to: Assistant Senior Patrol Leader/Adult Treasurer

Description: The Scribe keeps the troop records. He records the activities of the Patrol Leaders' Council and keeps 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

Experience: None

Attendance: 75% over the previous six months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

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.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on-time for meetings and activities. You must call the Assistant Senior Patrol Leader 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 RESPONSIBILITIES

Attends and keeps a log of Patrol Leaders' Council meetings

Records individual Scout attendance at different meetings and activities

Collects dues

Works with the Adult Treasurer for records and finance

Sets a good example

Wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit



Troop 707 Position of Responsibility Description

TROOP WEBMASTER

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader with Scoutmaster Approval

Term: 6 months

Reports to: Assistant Senior Patrol Leader/Adult Webmaster

Description: The Troop Webmaster(s) keep the troop web site up to date

Comments: To be a good Webmaster you need to attend troop meetings and activities.

QUALIFICATIONS

Age: None

Experience: None but interest in web design is helpful

Attendance: 75% over the previous six months

PERFORMANCE REQUIREMENTS

Training: You must attend Introduction to Leadership Skills Training even if you have attended in the past.

Attendance: You are expected to attend 75% of all troop 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.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on-time for meetings and activities. You must call the Assistant Senior Patrol Leader 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 RESPONSIBILITIES

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.

Works on troop web site and social media site adding pictures of activities, interesting information and links to interesting sites. (work can count towards Journalism, Computers and Communication Merit Badges)

Sets a good example

Wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit



Troop 707
Position of Responsibility Description

LEAVE NO TRACE TRAINER

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader with Scoutmaster Approval

Term: 6 months

Reports to: Assistant Senior Patrol Leader

Description: 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.

QUALIFICATIONS

Age: None

Experience: Eligible youth must exhibit a high degree of maturity and responsibility to successfully complete the training and before assuming the position

Attendance: 75% over the previous six months

PERFORMANCE REQUIREMENTS

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

Attendance: You are expected to attend 75% of all troop 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.

GENERAL RESPONSIBILITIES

Attendance: Set the example by being an active Scout. Be on-time for meetings and activities. You must call the Assistant Senior Patrol Leader if you are not going to be at a meeting or if you suddenly have to miss an outing.

SPECIFIC RESPONSIBILITIES

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

Sets a good example

Wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit



Troop 707

Leadership Position Application

Your Name: _____ Age: _____

Current Rank: _____ Date Earned: _____

Current Position: _____ Previous Positions: _____

Attendance (Recent 6 months): _____

List your first three choices

1st Choice	2nd Choice	3rd Choice
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For your first and/or second 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. If you need more room, please use the back side

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.

(Date) _____ (Signature) _____

Parent's Support Agreement

I agree with the commitment my son is making. I promise to support him in attending training, troop meetings, and troop activities as well as with encouragement at home. I realize that once selected his presence is necessary for the smooth functioning of the troop.

(Date) _____ (Signature) _____