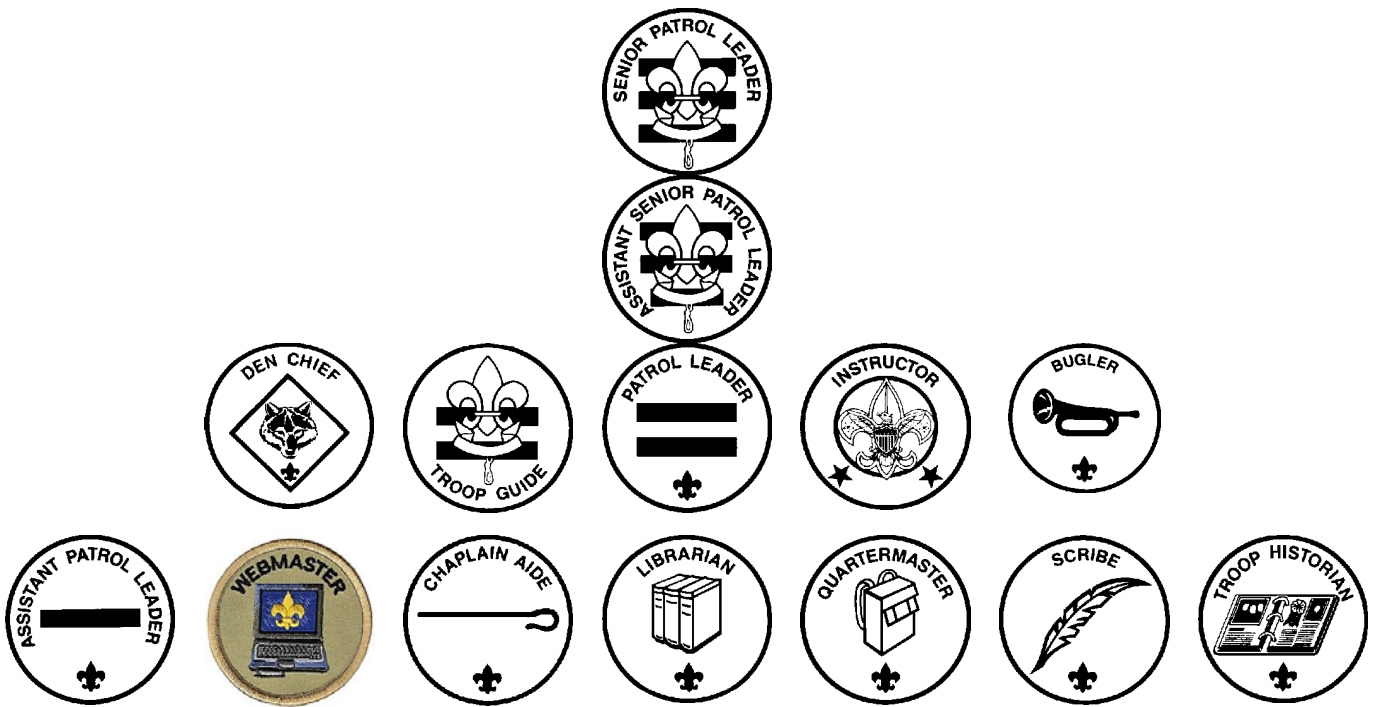




Leading the way...



Troop 484 Scout Leadership Positions Duties and Responsibilities

To maintain the “Boy Lead” Troop !!



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.

PERFORMANCE EXPECTATIONS

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

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 in your absence. You are expected to attend 80% 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. **PLC Meetings are weekly at 6:45pm and shall be attended by SPL, Scribe and ALL PL's ! All other positions will be notified by SPL if attendance to PLC to required**

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.

Effort: You are expected to “DO YOUR BEST”



Troop 484
Leadership Position Description
SENIOR PATROL LEADER (SPL)

GENERAL INFORMATION

- Type:** Elevated from service as Assistant Senior Patrol Leader (with exception to Fall of 2016)
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.

QUALIFICATIONS

- Age:** none
Rank: 1st Class or higher
Experience: Previous service as SPL, ASPL, PL, or APL. Has completed NYLT Training
Attendance: 75% over previous 6 months

PERFORMANCE EXPECTATIONS

- Training:** You must attend the Troop Youth Leadership Training even if you have attended in the past.
- Attendance:** Set the example by being an active Scout. **Be on-time for meetings and activities.** You must call the Scout Master 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 in your absence. You are expected to attend 80% 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.
- 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.
- Effort:** You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP RESPONSIBILITIES

Runs all troop meetings, events, activities, and the annual program planning conference.

Runs the Patrol Leader's Council meeting. PLC Meetings are weekly at 6:45pm and shall be attended by SPL, Scribe and ALL PL's ! All other positions will be notified by SPL if attendance to PLC to required.

Assigns duties and responsibilities to junior leaders.

Assists the Scoutmaster with Junior Leader Training.

Directs Troop Bugler

Talks with Scoutmaster every Thursday to insure that he is prepared for next meeting then calls Troop Scribe to relay meeting information

Sends out final Sunday message to Troop.



Troop 484
Leadership Position Description

ASSISTANT SENIOR PATROL LEADER (ASPL)

GENERAL INFORMATION

Type: Elected by Troop membership.

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 as follows; Chaplains Aide, Quartermaster, Historian, Librarian . The ASPL should be familiar with the other positions and stay current with the work being done.

QUALIFICATIONS

Age: none

Rank: 1st Class or higher. Completed NYLT, or currently enrolled in NYLT to be completed within 6 months.

Experience: none

Attendance: 50% over the previous 6 months

PERFORMANCE EXPECTATIONS

Training: You must attend the Troop Youth Leadership Training even if you have attended in the past. Plus you must go thru NYLT prior to advancing to SPL.

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 are expected to attend 80% 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.

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.

Effort: You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP RESPONSIBILITIES

Helps the Senior Patrol Leader lead meetings and activities.

Runs the troop in the absence of the Senior Patrol Leader.

Serves as a member of the Patrol Leader's Council



Troop 484
Leadership Position 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
Rank: First Class Preferred
Experience: none
Attendance: 75% over previous 6 months

PERFORMANCE EXPECTATIONS

- Training:** You must attend the Troop Youth Leadership Training even if you have attended in the past.
- 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 in your absence. You are expected to attend 80% 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. **PLC Meetings are weekly at 6:45pm and shall be attended by SPL , Scribe and ALL PL's !**
- 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.
- Effort:** You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Attends the Patrol Leader's Council Meetings and represents his Patrol
- Plans and steers Patrol meetings AND Patrol Outings
- Helps Scouts advance
- Keeps patrol members informed
- Knows what his patrol members and other leaders can do
- Knows the contact info for all of his Patrol Members
- Encourage and Enhance Scout Spirit by Patrol Flags and Yells
- Ensures that his Patrol is in a Teamwork Environment
- When it is his Patrol's turn to be Service Patrol "Be Prepared" for all duties**



Troop 484
Leadership Position Description
ASSISTANT PATROL LEADER (APL)

GENERAL INFORMATION

- Type:** Elected by members of the Patrol
Term: 6 months
Reports to: Patrol Leader
Description: The Assistant Patrol Leader 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: 50% over previous 6 months

PERFORMANCE REQUIREMENTS

- Training:** You must attend the troop Junior Leader 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.
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 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

- 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.



**Troop 484
Leadership Position Description**

TROOP SCRIBE

GENERAL INFORMATION

- Type:** Elected by Troop membership
Term: 6 months
Reports to: Senior Patrol Leader
Description: The Scribe keeps the troop records. He records the activities of the Patrol Leaders' Council and keeps a record 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

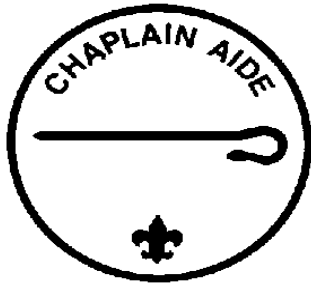
- Age:** none
Rank: First Class Preferred
Experience: Computer Savvy
Attendance: 50% over the previous six months

PERFORMANCE EXPECTATIONS

- Training:** You must attend the Troop Youth Leadership Training even if you have attended in the past.
- 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 in your absence. You are expected to attend 80% 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. **PLC Meetings are weekly at 6:45pm and shall be attended by SPL, Scribe and ALL PL's!**
- 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.
- Effort:** You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Attends and keeps a log of Patrol Leaders' Council meetings
- Records individual Scout attendance
- Records individual Scout advancement progress
- Works with the Troop Committee members responsible for records and finance.
- Coordinates with Webmaster
- Talks to SPL every Thursday**
- Sends out weekly meeting reminders on Thursday of each week**



**Troop 484
Leadership Position Description**

CHAPLAIN AIDE

GENERAL INFORMATION

Type: Elected by Troop membership

Term: 6 months

Reports to: Assistant Senior Patrol Leader

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 members help.

QUALIFICATIONS

Age: none

Rank: First Class Preferred

Experience: none

Attendance: 50% over the previous 6 months

PERFORMANCE EXPECTATIONS

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

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 in your absence. You are expected to attend 80% of all troop meetings, Patrol Leaders' Council meetings when called upon by your SPL, 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.

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.

Effort: You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP 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.

Prepares and delivers a weekly prayer for every meeting, if absent must have ASPL ready to act in his place

Has a pre-trip prayer

Helps other Scouts that may need to perform a "Scouts Own" Ceremony



Troop 484
Leadership Position Description

TROOP QUARTERMASTER

GENERAL INFORMATION

- Type:** Elected by Troop membership
Term: 6 months
Reports to: Assistant Senior Patrol Leader
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
Rank: First Class Preferred
Experience: none
Attendance: 50% over the previous six months

PERFORMANCE EXPECTATIONS

- Training:** You must attend the Troop Youth Leadership Training even if you have attended in the past.
- 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 Senior Patrol Leader is ready to assume your responsibilities in your absence. You are expected to attend 80% of all troop meetings, Patrol Leaders' Council meetings when called upon by your SPL, 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.
- 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.
- Effort:** You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Keeps inventory on all 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
- Review Troop Box prior to use and restock as required
- Prepares and delivers a weekly 60 second feature of a cool piece of equipment, if absent must have ASPL ready to act in his place**



**Troop 484
Leadership Position Description**

TROOP HISTORIAN

GENERAL INFORMATION

- Type:** Appointed by Troop membership
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
Rank: First Class Preferred
Experience: none, but interest in photography is helpful
Attendance: 50% over the previous 6 months

PERFORMANCE EXPECTATIONS

- Training:** You must attend the Troop Youth Leadership Training even if you have attended in the past.
- 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 Senior Patrol Leader is ready to assume your responsibilities in your absence. You are expected to attend 80% of all troop meetings, Patrol Leaders' Council meetings when called upon by your SPL, 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.
- 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.
- Effort:** You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP 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.
- Provides slide show at Court of Honor
- Prepares and delivers a weekly "This day in History" at every meeting, if absent must have ASPL ready to act in his place**



**Troop 484
Leadership Position Description**

TROOP LIBRARIAN

GENERAL INFORMATION

- Type:** Elected by Troop membership
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
Rank: First Class Preferred
Experience: none
Attendance: 50% over the previous 6 months

PERFORMANCE EXPECTATIONS

- Training:** You must attend the Troop Youth Leadership Training even if you have attended in the past.
- 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 Senior Patrol Leader is ready to assume your responsibilities in your absence. You are expected to attend 80% of all troop meetings, Patrol Leaders' Council meetings when called upon by your SPL, 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.
- 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.
- Effort:** You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP 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.
- Prepares and delivers a weekly "Boy's Life" story at every meeting if absent must have ASPL ready to act in his place**

Troop 484 Leadership Position Description



Troop Webmaster

GENERAL INFORMATION

- Type:** Elected by Troop membership
Term: 6 months
Reports to: Assistant Scout Master
Description: The Troop Webmaster inputs dates and info on the Yahoo group as directed
Comments: Yahoo Groups is an important part of our communication and the Webmaster will aide in keeping everyone updated.

QUALIFICATIONS

- Age:** none
Rank: First Class Preferred
Experience: Computer Savvy
Attendance: 50% over the previous 6 months

PERFORMANCE EXPECTATIONS

- Training:** You must attend the Troop Youth Leadership Training even if you have attended in the past.
- 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 Senior Patrol Leader is ready to assume your responsibilities in your absence. You are expected to attend 80% of all troop meetings, Patrol Leaders' Council meetings when called upon by your SPL, 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.
- 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.
- Effort:** You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Inputs dates and events into Yahoo Groups including Troop Meetings
Coordinates with Scribe for any revisions

**Troop 484
Leadership Position Description**



Troop Bugler

GENERAL INFORMATION

- Type:** Elected by Troop membership
- Term:** 6 months
- Reports to:** Senior Patrol Leader
- Description:** The Troop Bugler provides musical flare to activities
- Comments:** Adds to the units Scout Spirit and morale

QUALIFICATIONS

- Age:** none
- Rank:** none
- Experience:** Can play a brass instrument
- Attendance:** 50% over the previous 6 months

PERFORMANCE EXPECTATIONS

- Training:** You must attend the Troop Youth Leadership Training even if you have attended in the past.
- 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 in your absence. You are expected to attend 80% of all troop meetings, Patrol Leaders' Council meetings when called upon by your SPL, 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.
- 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.
- Effort:** You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Play at every meeting**
- Coordinates with Service Patrol
- Brings bugle to all campouts and plays when directed by SPL



Troop 484 Leadership Position Description

DEN CHIEF

GENERAL INFORMATION

- Type:** Appointed by the Scoutmaster
Term: 1 Cub Scout Year
Reports to: 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 a 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:** 14 or older
Rank: First Class or higher
Experience: none
Attendance: 75% over previous 6 months

PERFORMANCE EXPECTATIONS

- Training:** You must attend the Troop Youth Leadership Training even if you have attended in the past. Plus go thru a Special Den Chief Training Class
- Attendance:** Set the example by being an active Scout. **Be on-time for meetings and activities.** You must call the Den Leader if you are not going to be at a meeting or if you suddenly have to miss an outing. You are expected to attend 80% 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.
- 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.
- Effort:** You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP 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.



Troop 484
Leadership Position Description

INSTRUCTOR

GENERAL INFORMATION

- Type:** Appointed by the Scoutmaster
Term: 6 months
Reports to: Scoutmaster
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:** 14 or older
Rank: 1st Class or higher
Experience: none
Attendance: 50% over previous 6 months

PERFORMANCE EXPECTATIONS

- Training:** You must attend the Troop Youth Leadership Training even if you have attended in the past.
- 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 are expected to attend 80% 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.
- 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.
- Effort:** You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP RESPONSIBILITIES

Teaches basic Scouting skills in troop and patrols.



Troop 484 Leadership Position Description

TROOP GUIDE

GENERAL INFORMATION

- Type:** Appointed by the Scoutmaster
Term: 6 months
Reports to: Scoutmaster
Description: The Troop Guide works with new Scout Patrol. He helps them feel comfortable gets them on the way to 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:** 14 or older
Rank: 1st Class or higher
Experience: none
Attendance: 75% over previous 6 months

PERFORMANCE EXPECTATIONS

- Training:** You must attend the Troop Youth Leadership Training even if you have attended in the past.
- 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 in your absence. You are expected to attend 80% 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.
- 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.
- Effort:** You are expected to "DO YOUR BEST"

SPECIFIC LEADERSHIP 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.

Troop 484 Leadership Agreement

Your Name: _____ Age: _____

Current Rank: _____

Elected/Assigned Position: _____

Who do you report to? _____

NYLT Status

Not yet taken	Completed	Currently Enrolled
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For your position, use this space to tell us 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 my position. I understand the duties and responsibilities and I will carry them out to the best of my ability.

(signature)

(date)

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 as a selected leader his presence is necessary for the smooth functioning of the troop.

(signature)

(date)

**** Attach specific "Leadership Position Description" sheet here to and copy family****