

## Troop 479 Leadership Positions Descriptions and Preferences

Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Put a 1, 2, 3 in the box before your first, second, and third choices.**

ALL positions are expected to wear a complete uniform, set a good example, and practice the Scout Oath and Law. They are also expected to check in with the SPL or ASPL at least every 2 months to report on their progress towards goals.

**Patrol Leader – build patrol spirit and lead my patrol – report to SPL**

- plan and lead monthly (6) patrol meetings or activities
- keep all patrol members informed of troop plans
- track activities, advancement, and attendance of my patrol on the 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
- attend all PLC meetings and training sessions
- prepare my patrol to successfully participate in all troop activities

**Troop Guide – support new scouts in the troop – report to SPL**

- lead new scout patrol and provide direction, coaching, and support to new scouts
- help all scouts in my charge advance at least one rank
- organize a patrol meeting every month – 6 meetings
- participate in at least 4 PLC meetings with new scout patrol leaders

**Scribe – keep troop informed of activities – report to ASPL**

- collect attendance at every troop event and give to troop secretary
- publish troop meeting plans, as planned at PLC meetings, on the web site
- record on the web site, an account of every PLC and troop meeting
- arrange a replacement scribe for activities as needed
- publish monthly (6) newsletters about the troop's activities

**Instructor – increase skill level throughout the troop – report to ASPL**

- 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 First Class scouting skills requirements
- be available for assignments from the SPL/ASPL as needed

**Quartermaster – manage equipment of the troop – report to ASPL**

- keep the troop equipment inventory list up to date on the web site
- keep troop equipment in good condition and patrols supplied with gear
- participate in at least 2 PLC meetings to report any equipment needs and status
- receive and record a patrol equipment inventory from each patrol at least once

**Historian – document activities of the troop – report to ASPL**

- maintain and add to the troop record on the web site
- publish photographs from troop activities on the web site
- submit at least two articles about troop events to local newspapers
- write about troop awards and recognitions in the troop record
- update troop record information, such as new eagle scouts, troop leaders, troop roster
- keep historic items safe such as ribbons, awards, and memorabilia

**Librarian – keep troop library and materials organized – report to ASPL**

- 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 once to the PLC on materials needing replacement or updating
- retrieve all checked out materials before the end of my term
- purchase merit badge pamphlets and other materials as needed

**Chaplain Aide – promote Reverence in the troop – report to ASPL**

- participate in every troop campout or arrange a replacement beforehand
- lead a religious service at every campout 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

**Order of the Arrow Rep – liaison between troop and OA**

- attend 75% of OA meetings
- ensure troop is informed of OA events and news
- assist OA members in gaining their Brotherhood membership
- Promote and teach Leave No Trace camping in the troop

**Den Chief – aid Cub Scouts in preparing for Boy Scouts – report to ASPL**

- attend 75% of den meetings of the assigned den; track my participation
- 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 the ASPL or Scoutmaster from the den leader about my accomplishments

**Bugler – support the Sr. Patrol Leader – report to ASPL**

- 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

**Webmaster – manage the troop's online presence – report to ASPL**

- maintain a usable information site for use by scouts, parents, and interested boys
- publish calendar, permission forms, news, and other information
- 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 of the web site