

Troop 4 Leadership Position requirements for both appointed and elected positions

Appointed Positions



Den Chief General Information

Position: Appointed by the Scoutmaster

Term: Minimum of 1 full year (to be eligible for the Den Chief Service Award)

Reports to: Assistant Scoutmasters / JASM, Den Leader & Cubmaster

Role: Den Chiefs work with Cub Scouts, Webelos Scouts, Den Leaders, and Cubmasters in Cub Scout Packs.

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 will come from Cub Scouting.

QUALIFICATIONS

Age: 12 or older

Rank: 2nd Class Rank or higher

Experience: none

Attendance: Goal of 80% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the Troop Leadership Training even if you have attended in the past. **Den Chief training is required for the Den Chief Service Award.**

Attendance: You are expected to attend 80% of all Den meetings, outings, service projects. In terms of attendance with your Den, you are expected to attend 80% of Den meetings and Pack functions. You must inform the Den Leader if you will be absent.

Effort: When you accept this position, you agree to provide service and leadership to the Den and Pack. You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set a good example by wearing your uniform correctly. Wear all of the parts of the Troop uniform, shirt tucked in, with all required badges in their correct locations.

Behavior: Set a good example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you say and do.

Attendance: Set a good example by being an active Scout. Be on time for meetings and activities. You must contact the Den Leader if you are not going to be at a Den or Pack meeting or if you have to miss an activity.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Set a good example for Scouts to follow (always wear your uniform properly to meetings).
- Enthusiastically wears the Scout uniform correctly
- Receive Den Chief Training / know the purposes of Cub Scouting.
- Be a friend to the boys in the Den.
- Help Cub Scouts achieve the purposes of Scouting.
- Encourage Cub Scouts to join a Boy Scout Troop upon graduation.
- Serves as ambassador to the Troop and actively recruits new scouts from the Pack.
- Help at weekly Den meetings and monthly Pack meetings.
- Assist with Den meeting activities.
- Meet with adult members of the Den, Pack, and Troop as necessary to discuss your role and responsibilities to the Den and Pack.
- Lives the Scout Oath and Law
- Shows Scout Spirit



Troop Guide General Information

Position: Appointed by the Scoutmaster

Term: 6 month term from appointment

Reports to: Junior Assistant Scoutmaster and Scoutmaster

Role: The Troop Guide works with the youth leadership within the Troop. Helps guide lower ranking scouts through the ranks.

Comments: The Troop Guide has already held many leadership positions, and is thereby a valuable asset to help guide and assist the newly appointed youth leaders that are currently running the Troop as they work through their own leadership difficulties.

QUALIFICATIONS

Age: 13 or older

Rank: STAR or Higher

Experience: Previous leadership position as Den Chief, Patrol Leader, Assistant Senior Patrol Leader, Senior Patrol Leader, or Scribe.

Attendance: Goal of 80%

PERFORMANCE REQUIREMENTS

Training: You must attend the Troop Leader Training even if you have attended in the past. **Completion of National Youth Leadership Training (NYLT) is strongly recommended.**

Attendance: You are expected to attend 80% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects.

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 Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Introduces new Scouts to troop operations.
- Enthusiastically wears the Scout uniform correctly
- Guides new Scouts through early Scouting activities
- Helps new Scouts earn First Class in their first year.
- Teaches basic Scout skills.
- Closely monitors Scout advancement.
- Coaches the Patrol Leader of new Scouts on his duties.
- Works with the Patrol Leaders at Patrol Leaders' Council meetings.
- Attends Patrol Leader Council meetings.
- Assists the Assistant Scoutmasters with training.
- Counsels individual Scouts on Scouting challenges.
- Lives the Scout Oath and Law
- Shows Scout Spirit



Junior Assistant Scoutmaster General Information

Position: Appointed by the Scoutmaster & confirmed by the Committee

Term: From appointment until age 18

Reports to: Scoutmaster

Role: 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. The Scoutmaster appoints him because of his leadership ability.

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

QUALIFICATIONS

Age: 16 years old

Rank: Eagle

Experience: Den Chief, or Patrol Leader, Troop Guide, Asst. Senior Patrol leader, or Senior Patrol leader

Attendance: Goal of 80%

PERFORMANCE REQUIREMENTS

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

Attendance: You are expected to attend 80% of all troop meetings, outings, and service projects

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 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

- Functions as an Assistant Scoutmaster.
- Performs duties as assigned by the Scoutmaster.
- Oversees the Troop Guides and Den Chiefs

More appointed position details to be added. Including Librarian, Outdoor Ethics Guide and Chaplain. Ask Mr. Anderson for information in the meantime.

Elected Positions

Elections Requirements

- All speeches are to be done the same day of the elections.
- NO Speeches are to exceed more than 5 minutes.
- A Scout can be elected to two nonconsecutive terms to the same position, unless no other Scout runs for the position.



Assistant Patrol Leader General Information

Position: Elected by youth members in the Patrol

Term: 6 Months

Reports to: Patrol Leader, Senior Patrol Leader, Junior Assistant Scoutmaster and Scoutmaster

Role: The Assistant Patrol Leader leads the patrol in the Patrol Leaders absence.

Comments: Substituting for the Patrol Leader is only part of the Assistant Patrol Leader's job. The APL actively helps run the patrol.

Note: The Assistant Patrol Leader position does not satisfy the Life Rank requirement for a position of responsibility in the Troop.

QUALIFICATIONS

Age: None

Rank: 2nd Class or higher

Experience: None

Attendance: Goal of 80% of Troop meetings and activities

PERFORMANCE REQUIREMENTS

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

Attendance: You are expected to attend 80% of all Troop meetings, Patrol Leader Council meetings if asked to by your Patrol Leader, outings, and service projects.

Effort: You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. Wear all of the parts of the Troop uniform, shirt tucked in, with all required badges in their

correct locations.

Behavior: Set the example by living the Scout Oath, Law and Outdoor Code in your everyday life. Show Scout Spirit in everything you say and do.

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

are not going to be at a meeting or if you have to miss an outing. You also need to make sure that someone will assume your responsibilities when

you are going to be absent.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Set a *GOOD EXAMPLE* (the most powerful form of leadership).
- Help the Patrol Leader plan and lead patrol meetings and activities.
- Help the Patrol Leader keep patrol members informed.
- Help the patrol get ready for all Troop activities.
- Represent patrol at PLC meetings when the Patrol Leader cannot attend.
- Always lend a hand running the Patrol and building Patrol spirit.

This is not considered a "Position of Leadership" but will give the Scout experience to hold a "Position of Leadership". The APL does NOT have a vote in the PLC.



Patrol Leader General Information

Position: Elected by youth members in the patrol

Term: 6 Months

Reports to: Senior Patrol Leader, Junior Assistant Scoutmaster and Scoutmaster

Role Leads patrol level activities, and represents his patrol on the Patrol Leaders Council.

Comments: The Patrol Leader has a very important job in the Troop. He has the closest contact with the patrol members and is in the perfect position to help them along the scouting trail. Patrol Leaders also serve on the Patrol Leaders Council (PLC), and represent their patrol in planning the Troop program.

QUALIFICATIONS:

Age: 12 or older

Rank: 1st Class Rank or higher

Experience: Den Chief, Assistant Patrol Leader

Attendance: Goal of 80% of Troop meetings and activities

PERFORMANCE REQUIREMENTS

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

Attendance: You are expected to attend 80% of all Troop meetings, Patrol Leaders Council meetings, outings, and service projects.

Effort: When you accept this position, you agree to provide service and leadership to the Troop. You are expected to devote lots of time and energy to this job

and give it your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. Wear all of the parts of the Troop uniform, shirt tucked in, with all required badges in the correct locations.

Behavior: Set the example by living the Scout Oath, Law and Outdoor Code 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 if you are not going to be

at a meeting or if you have to miss an outing. You also must make sure that the Assistant Patrol Leader is ready and able to assume your

responsibilities when you are absent.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Set a *GOOD EXAMPLE* (the most powerful form of leadership) for patrol members to follow.
- Enthusiastically wears the Scout uniform correctly
- Help Patrol members advance in rank through First Class, either by teaching the required skills or by setting up situations for meeting the requirements.
- Know what your patrol members can do.
- Represent the patrol on the Patrol Leaders Council; report back to the Patrol on the Patrol's responsibilities for Troop meetings and outings.
- Plan and lead patrol meetings and patrol activities, especially camping preparations.
- Assign duties and tasks to patrol members, and follow-up to be sure the job is done right.
- Keep patrol members informed (weekly telephone/email reminders of upcoming activities).
- Appoint an Assistant Patrol Leader who can run the patrol in your absence.
- Train your Assistant Patrol Leader so he is ready to be the next Patrol Leader after you.
- Help new Scouts learn about Scouting and belong to the Patrol and Troop.
- Lives the Scout Oath and Law
- Shows Scout Spirit



Scribe General Information

Position: Elected by youth members in the troop

Term: 6 Months (Maximum of two terms serviced)

Reports to: Senior Patrol Leader, Scoutmaster / Asst. Scoutmasters & JASM

Role: 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.

Comments: The Scribe should keep good records of the PLC Meetings and keep an eye on scout rank advancement below First Class. Work with the Troop Guides.

QUALIFICATIONS

Age: 13 or older

Rank: First Class or higher

Experience: Previous service as Den Chief, Asst. Patrol Leader, Patrol Leader, Assistant Senior Patrol Leader, or Troop Guide

Attendance: Goal of 80% of Troop meetings.

PERFORMANCE REQUIREMENTS

Training: You must attend the Troop Leader Training even if you have attended in the past. **Completion of National Youth Leadership Training (NYLT) is strongly recommended.**

Attendance: You are expected to attend 80% of all troop meetings, Patrol Leaders Council meetings, outings, and service projects.

Effort: When you accept this position, you agree to provide service and leadership to the Troop. You are expected to devote substantial time and energy to this job and give it 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, shirt tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath, Law and Outdoor Code 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

- Set a GOOD EXAMPLE (the most powerful form of leadership).
- Enthusiastically wears the Scout uniform correctly
- Helps the Senior Patrol Leader lead meetings and activities.
- Helps train and supervise Quartermaster, Librarian, Historian, and Chaplin Aide.

- Serves as a member of the Patrol Leader's Council.
- Lives the Scout Oath and Law
- Shows Scout Spirit



Assistant Senior Patrol Leader General Information

Position: Elected by youth members in the troop

Term: 6 Months (Maximum of two terms serviced)

Reports to: Senior Patrol Leader, Scoutmaster / Asst. Scoutmasters & JASM

Role: When called upon, or if the SPL is absent then the Assistant Senior Patrol Leader is acting Senior Patrol Leader. He also supervises the Troop Scribe, Quartermaster, Librarian, Historian, and Chaplin Aide.

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

QUALIFICATIONS

Age: 13 or older

Rank: First Class or higher

Experience: Previous service as Den Chief, Asst. Patrol Leader, Patrol Leader, Scribe, or Troop Guide

Attendance: Goal of 80% of Troop meetings and activities over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the Troop Leader Training even if you have attended in the past. **Completion of National Youth Leadership Training (NYLT) is strongly recommended.**

Attendance: You are expected to attend 80% of all troop meetings, Patrol Leaders Council meetings, outings, and service projects.

Effort: When you accept this position, you agree to provide service and leadership to the Troop. You are expected to devote substantial time and energy to this job and give it 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, shirt tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath, Law and Outdoor Code 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

- Set a GOOD EXAMPLE (the most powerful form of leadership).
- Enthusiastically wears the Scout uniform correctly

- Helps the Senior Patrol Leader lead meetings and activities.
- Runs the troop and Patrol Leaders Council in the absence of the Senior Patrol Leader.
- Helps train and supervise the Scribe, Quartermaster, Instructor, Librarian, Historian, and Chaplin Aide.
- Serves as a member of the Patrol Leader's Council.
- Lives the Scout Oath and Law
- Shows Scout Spirit



Senior Patrol Leader General Information

Position: Elected by youth members in the troop.

Term: 6 Months (Maximum of two terms serviced)

Reports to: Scoutmaster / Asst. Scoutmaster & JASM

Role: The Senior Patrol Leader represents and leads the Scouts as their top elected youth leader in the Troop.

Comments: The Senior Patrol Leader is the focal point of the Troop. He needs to participate in as many of all Troop functions as possible. A major part of the SPL's job is to manage other Scouts that hold Troop leadership positions. He must be willing and able to provide leadership to Scouts in the troop. The SPL needs to have good leadership skills and be someone who Scouts will wish to follow.

QUALIFICATIONS

Age: 14 or older

Rank: First Class or Higher

Experience: Previous leadership position as Den Chief, Patrol Leader, Troop Guide, or Assistant Senior Patrol Leader

Attendance: 80% of Troop meetings and activities over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the Troop Leader Training even if you have attended in the past. **Completion of National Youth Leadership Training (NYLT) is strongly recommended.**

Attendance: To receive credit for this position, you must have an average attendance record of at least 80% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects while holding this position.

Effort: A good senior patrol leader is organized, responsible, experienced, and an active member in the troop. You are expected to devote substantial time and energy to this job and give it 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, Law and Outdoor Code 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 Scoutmaster if you are not going to be at a meeting or if you have to miss an activity or outing. You also need to make sure that someone will assume your responsibilities. You also must train your Assistant Senior Patrol Leader(s) so they are ready to assume your responsibilities in your absence, or when you move on.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Set a *GOOD EXAMPLE* (the most powerful form of leadership).
- Lead all Troop meetings, events, activities, and Camping preparations.
- Plan and run Patrol Leaders Council (PLC) meetings.
- Set the agenda for troop meetings with Scoutmaster
- Lead the development of the annual Troop Calendar (meetings, outings)
- Lead the planning of Troop meetings (presentations, skill instruction, competitions, etc.)
- Select and administer disciplinary action, when necessary
- Assign duties and responsibilities to PLC members.
- Mentor Patrol Leaders and other Troop leaders (especially future SPL candidates).
- Assist the Scoutmaster with leadership training for the Patrol Leaders Council