

The Troop's Youth Leaders

Troop 433 is run by its boy leaders. With the guidance of the Scoutmaster and his assistants, they plan the program, conduct troop meetings, and provide leadership among their peers.

Junior Leader Positions

- **Senior patrol leader** - top junior leader in the troop. He leads the patrol leaders' council and, in consultation with the Scoutmaster, assigns specific responsibilities as needed. Oversees patrol leaders (Elected by Troop)
- **Assistant senior patrol leader** - fills in for senior patrol leader in his absence. Oversees Quartermaster, Chaplain Aid, Leave No Trace Trainer, Scribe, Bugler, and Webmaster(Elected by Troop)
- **Chaplain Aide** - assists in troop religious services, closes troop meeting, says grace before meals, visits/sends cards to ill scouts, provides information on religious awards and discuss faith with scouts(Elected by Troop)
- **Junior assistant Scoutmaster** - a Scout 16 or older who supervises and supports other boy leaders as assigned by Scoutmaster (Appointed by Scoutmaster)
- **Patrol leader** - gives leadership to members of his patrol, holds monthly patrol meetings, and represents his patrol at the patrol leaders' council. (Elected by Patrol)
- **Assistant patrol leader** - fills in for the patrol leader in his absence (appointed by Patrol leader)
- **Den chief** - works with a Cub Scout den as a guide (approved and appointed by Scoutmaster)
- **Quartermaster** - responsible for troop supplies and equipment. Assisted by adult QM (Elected by Troop)
- **Scribe** - the troop secretary; keeps attendance, uniform inspection results, maintains troop calendar, keep record of announcements (Elected by Troop)
- **Guide/Mentor** – Helps new scouts complete requirements towards the rank of First Class. Assisted by first class counselors (Appointed by Scoutmaster)
- **Order of the Arrow Representative** – represents troop at OA meetings and Ordeals. Helps with OA elections in the troop and prepares new candidates for Ordeal (Appointed by Scoutmaster)
- **Scout Webmaster** – Responsible for maintaining the troop's website. He should make sure 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 will assist him with his work. Assisted by adult webmaster (Appointed by Scoutmaster).
- **Leave No Trace Trainer** – The trainer specializes in teaching No Trace principles and ensuring that the troop follows these principles on outings. He can also help scouts earn the Leave No Trace award. He should have a thorough understanding of and commitment to Leave No Trace. (Appointed by Scoutmaster).



Leading the way...





Troop 433 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 no 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.

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 to the Scoutmaster. So, are you ready to "Lead the way"? We sure hope so!



Troop 433
Leadership Position Description
SENIOR PATROL LEADER

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 assign duties as required to make Troop functions (such as camping trips, service projects, and meetings) well organized and successful.

QUALIFICATIONS

- Age:** 14
Rank: 1st Class or higher
Experience: Previous service as PL, or APL
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 85% 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 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 LEADERSHIP RESPONSIBILITIES

- Runs all troop meetings, events, activities.
- Runs the Patrol Leader's Council meeting.
- Oversees Patrol Leaders
- Assigns duties and responsibilities to junior leaders.
- Assists the Scoutmaster with Junior Leader Training.
- Provides agenda for all troop meetings and outings to the Scoutmaster
- Meets with Scoutmaster weekly

Senior Patrol Leader

Parent

Date



Troop 433 Leadership Position Description

PATROL LEADER

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: none
Experience: Troop member for at least 6 months
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 80% of all troop meetings, Junior 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 the Assistant Patrol Leader is ready to assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Appoints the Assistant Patrol Leader.
- Represents the patrol on the Patrol Leader's Council.
- Plans and steers patrol meetings once a month – reports monthly to SPL and Scoutmaster
- Promotes patrol spirit – implement patrol flag, cheer
- 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.

Patrol Leader

Parent

Date



Troop 433
Leadership Position Description

JUNIOR ASSISTANT SCOUTMASTER

GENERAL INFORMATION

- Type:** Appointed by the Scoutmaster
Term: 6-12 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. 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:** At least 16 years old
Rank: Life
Experience: Previous leadership positions
Attendance: 75% over the 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 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.
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.
Meet monthly with Scoutmaster

JASM

Parent

Date



Troop 433 Leadership Position Description

DEN CHIEF

GENERAL INFORMATION

- Type:** Appointed by the Scoutmaster
Term: 1 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 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:** none
Rank: 1st Class
Experience: Troop member for at least 1 year
Attendance: 75% 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.
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.
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 Den Leader if you are not going to be at a Cub Scout meeting or activity. You also need to make sure that someone will assume your responsibilities, if necessary.

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.
- Meet with Scoutmaster monthly.

Den Chief

Parent

Date



Troop 433
Leadership Position Description

MENTOR (TROOP GUIDE)

GENERAL INFORMATION

- Type:** Appointed by the Scoutmaster
Term: 6-12 months
Reports to: Scoutmaster
Description: The Mentor 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:** 13 or older
Rank: 1st Class or higher
Experience: at least 1 year in troop
Attendance: 75% 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 your protégé (the fellow new scouts assigned to you) 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: Pay attention to your protégé during the meetings. Show interest in his progress and assimilation into the Troop. 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

- Introduces new Scouts to troop operations; Guides new Scouts through early Scouting activities.
Reviews the new Scouts progress; Shields new Scouts from harassment by older Scouts.
Informs the Sr. Patrol and Scoutmaster of any difficulties the new scout has with assimilation.
Informs the Scoutmaster of any difficulties the new scout has with advancement.
Helps new Scouts earn First Class in their first year; Teaches basic Scout skills.
Assists the First Class Counselors with training.
Review skills taught before presenting scout to ASM/SM to sign off requirement in book
Be prepared with scout handbook (required) and any other handouts/worksheets deemed necessary
Meet with Scoutmaster at the last troop meeting of each month, and provide a worksheet/planner showing requirements worked on with scouts with dates initialed.
Perform duties as assigned by the Scoutmaster

Troop Guide

Parent

Date



Troop 433
Leadership Position Description

ASSISTANT SENIOR PATROL LEADER

GENERAL INFORMATION

- Type:** Elected by the members of the troop
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.
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:** 14
Rank: 1st Class or higher
Experience: One year with troop
Attendance: 50% over the 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 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.
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 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.
- Oversees duties and responsibilities of Quartermaster, Chaplains Aide, Scribe, Bugler, Leave No Trace Trainer, and Webmaster
- Meets weekly and monthly with Scoutmaster

Assistant Senior Patrol Leader

Parent

Date



Troop 433
Leadership Position Description
ASSISTANT PATROL LEADER

GENERAL INFORMATION

Type: Appointed by 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
Rank: none
Experience: Minimum of 6 months membership in the Troop
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 also need to make sure that someone will assume your responsibilities.

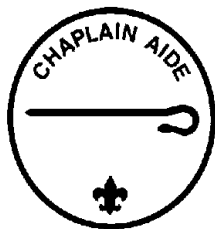
SPECIFIC LEADERSHIP RESPONSIBILITIES

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.

Assistant Patrol Leader

Parent

Date



Troop 433 Leadership Position Description

CHAPLAIN AIDE

GENERAL INFORMATION

- Type:** Elected by the members of the troop
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.
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
Rank: none
Experience: At least 6 months in troop
Attendance: 50% over the 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 60% 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.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Assists the Troop Chaplain with religious services at troop activities.
- Helps plan for religious observance in troop activities.
- Provides information about religious awards to troop.
- Provides grace at all meals at scout functions.
- Visit sick scouts/scouters
- Send cards/e-mails of encouragement and get better
- Talk to Scouts about their faith
- Make effort to achieve religious award (if available)

Chaplain Aide

Parent

Date



Troop 433

Leadership Position Description

TROOP LEAVE NO TRACE TRAINER

GENERAL INFORMATION

- Type:** Appointed by the Scoutmaster
Term: 6 months
Reports to: Assistant Senior Patrol Leader
Description: The Troop Leave No Trace Trainer specializes in teaching Leave No Trace principles and ensuring that the Troop follows these principles on outings. He can also help Scouts earn the Leave No Trace Award. He should have a thorough understanding of and commitment to Leave No Trace. Ideally, he should have completed Leave No Trace training.
Comments: The Leave No Trace Trainer should be proficient in camping and the understanding of the outdoors. This scout should have earned the Camping merit badge and the Environmental Science Merit Badge.

QUALIFICATIONS

- Age:** none
Rank: none
Experience: 1st Class and have earned Environmental Science and Camping Merit Badge
Attendance: 50% over the 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 70% of all troop meetings, Patrol Leaders' Council meetings, and 80% 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.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Teach Leave No Trace Principles to Troop
Enforce Leave No Trace on all outings
Help scouts earn the Leave No Trace Award

Leave No Trace Trainer

Parent

Date

Troop 433 Leadership Position Description



TROOP WEBMASTER

GENERAL INFORMATION

- Type:** Appointed by Scoutmaster
Term: 6 months
Reports to: Assistant Senior Patrol Leader
Description: The Troop Webmaster takes care of troop website.
Comments: The troop website is an important source of information accessible to the Troop member and visitors to the site. It should be up-to-date, offer valuable information and draw attention to potential new scouts

QUALIFICATIONS

- Age:** none
Rank: none
Experience: Web design skills, make an effort to earn the Computer merit badge
Attendance: 50% over the 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 70% 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.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Sets up and takes care of troop website (www.troop433.org)
- Keeps up-to-date information on the website.
- Adds new or replacement items as needed.
- Provide troop with web-sites containing scout related items
- Works closely with adult Webmaster

Webmaster

Parent

Date



Troop 433
Leadership Position Description
TROOP QUATERMASTER

GENERAL INFORMATION

- Type:** Elected by the members of the troop
Term: 6 months
Reports to: Assistant Senior Patrol Leader
Description: The Troop Quatermaster keeps track of troop equipment and sees that it is in good working order.
Comments: The Quatermaster does most of his work around campouts. There are many times when the Quatermaster has to be available to check equipment in and out.

QUALIFICATIONS

- Age:** none
Rank: none
Experience: at least 6 months in Troop
Attendance: 50% over the previous six 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 60% 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

- 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 adult Quatermaster responsible for equipment.
- Gets the US, troop, and patrol flags for meetings and ceremonies and puts them away afterwards.

Quatermaster

Parent

Date



Troop 433
Leadership Position Description

TROOP SCRIBE

GENERAL INFORMATION

- Type:** Elected by the members of the troop
Term: 6 months
Reports to: Assistant Senior Patrol Leader
Description: The Scribe keeps the troop records. He records the activities of the Patrol Leaders' Council and keeps a record of 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: none
Experience: at least 6 months in troop
Attendance: 50% over the previous six 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 60% 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

- Attends and keeps a log of Patrol Leaders' Council meetings.
- Records individual Scout attendance.
- Records uniform inspection results
- Records announcements at troop meetings and outings
- Maintains Troop calendar
- Works with the Troop Advancement Chairperson

Scribe

Parent

Date



Troop 433 Leadership Position Description

TROOP BUGLER

GENERAL INFORMATION

- Type:** Elected by the members of the troop
Term: 6 months
Reports to: Assistant Senior Patrol Leader
Description: The Bugler plays the bugle at troop ceremonies. By accepting the position of Bugler, you agree to provide service and leadership to your troop. The responsibility should be fun and rewarding. This job description outlines some of the things you are expected to do while serving in this leadership role.
Comments: Practice, practice, practice.

QUALIFICATIONS

- Age:** none
Rank: none
Experience: 1 year experience with trumpet, bugle or coronet
Attendance: 50% over the previous six 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 60% 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

- Plays bugle as requested by troop leadership, such as Troop assembly at meetings and campouts.
- Plays taps during evening closing ceremony.
- Should work on completing Bugling Merit Badge by end of term.
- Should know the following calls: first call, reveille, mess, retreat, to the colors, taps.

Bugler

Parent

Date



Troop 433 Leadership Position Description OA Troop Representative

GENERAL INFORMATION

Type: Appointed by the Scoutmaster

Term: 6-12 months

Reports to: Scoutmaster

Description: The Order of the Arrow (OA) Representative serves as the communication between the lodge or chapter and the troop, encourages all scouts to be involved with community service projects, encourages older Scouts to participate in high adventure programs, and assists with leadership skills training.

Comments: To be a good OA Representative you should provide information regarding community service projects and actively participate in any leadership training programs.

QUALIFICATIONS

Age: none

Rank: 1st Class or higher

Experience: A member of the OA

Attendance: At least 50% over the previous six months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training if you have not done so in the past 24 months, or if requested to do so by the Scoutmaster.

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. You must wear all of the parts of the troop uniform, shirttail tucked in, and 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 else will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Serves as a communication link between the lodge or chapter and the troop
- Encourages Scouts to actively participate in community service projects
- Encourages year round and resident camping in the troop
- Encourages Arrowmen to assume leadership positions in the troop
- Assist with Leadership training in your troop

OA Representative

Parent

Date

Troop 433

Leadership Position Application

Your Name: _____ Age: _____

Current Rank: _____ Years in Troop: _____

Current Position: _____ Previous Positions: _____

Attendance % (6 months): _____ (Obtain this information from Advancement Chair)

List your first three choices

1st Choice	2nd Choice	3rd Choice

For all your choices, on separate sheets of paper typed and double spaced, tell why you want this job, how you would do the job, and why you are the best choice for this position. Attach those pages to this form. See full description of all positions at www.troop433.org and look under documents and click on Troop Youth Leadership Positions.

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.

(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 once selected his presence is necessary for the smooth functioning of the troop.

(Signature)

(Date)