

BSA Troop 555

Handbook



Chartered through:
Holy Trinity Lutheran Church
2001 Northwest Boulevard
Upper Arlington, OH 43212

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BSA Mission

The mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

Scout Oath

On my honor I will do my best
to do my duty to God and my country
and to obey the Scout Law;
to help other people at all times;
to keep myself physically strong,
mentally awake, and morally straight.

Scout Law

A Scout is trustworthy, loyal, helpful,
friendly, courteous, kind, obedient,
cheerful, thrifty, brave, clean, and
reverent.

Scout Motto

Be prepared.

Scout Slogan

Do a good turn daily.





Introduction

Welcome to the Boy Scouts of America and Troop 555! By becoming a parent of a Boy Scout you are starting your son on the great adventure of Scouting. This is an important and rewarding endeavor that you will share with him. We are glad you and your son have chosen Troop 555.

Troop 555 was founded in 1965 and is chartered through Holy Trinity Lutheran Church in Upper Arlington. Our troop is part of the Buckeye District. Buckeye District is one of eleven districts within the Simon Kenton Council.

We are proud of the numerous outdoor activities offered to our scouts and the opportunities for advancement and growth in leadership provided. Service learning is also a key feature to our Scouts' experience in the troop. Our program will give your son the fundamental tools to be successful in whatever path he chooses in life. Scouts work together in patrols and with our active and trained adult leaders. Last but not least, your son will have fun!

We have prepared this parent handbook to answer many of your questions. You are encouraged to become an active troop participant, sharing your time and skills for the good of the entire troop. Please contact our Scoutmaster or Troop Committee Chair with any questions about Boy Scouts, Troop 555 or how to become involved in our troop.



Boy Scouts

The Boy Scouts of America was incorporated to provide a program for community organizations that offers effective character, citizenship, and personal fitness training for youth. Specifically, the BSA endeavors to develop American citizens who are physically, mentally, and emotionally fit; have a high degree of self-reliance as evidenced in such qualities as initiative, courage, and resourcefulness; have personal values based on religious concepts; have the desire and skills to help others; understand the principles of the American social, economic, and governmental systems; are knowledgeable about and take pride in their American heritage and understand our nation's role in the world; have a keen respect for the basic rights of all people; and are prepared to participate in and give leadership to American society.

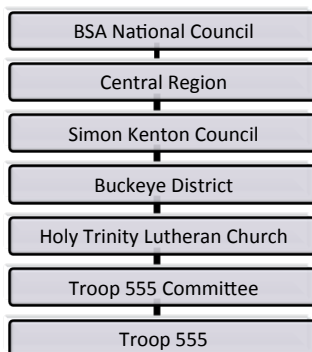
Boy Scouting, one of the traditional membership divisions of the BSA, is available to boys who have earned the Arrow of Light Award and are at least 10 years old or have completed the fifth grade and are at least 10, or who are 11, but not yet 18 years old. The program achieves the BSA's objectives of developing character, citizenship and personal fitness.

THE ORGANIZATION OF SCOUTING

The Boy Scouts of America was incorporated on February 8th, 1910, and chartered by Congress in 1916 to provide an educational program for boys and young adults. Boy Scouting was modeled after the Scouting movement founded by Robert S.S. Baden-Powell in England in 1908.

The organizational structure of the Boy Scouts of America consists of the National Council, Regions, Local Councils, Districts, Chartered Organizations, Troop Committees and Troops. Each entity has designated and specific responsibilities as outlined by the Boy Scouts of America.

Boy Scout Troop 555's Organizational Chart





AIMS AND METHODS OF THE SCOUTING PROGRAM

The Scouting program has three specific objectives, commonly referred to as the "Aims of Scouting." They are moral strength, participating citizenship, and development of physical, mental, and emotional fitness. To accomplish these aims, Boy Scouting has developed its program using eight methods.

1. Ideals

The ideals of Boy Scouting are spelled out in the Scout Oath, Law, motto, and slogan. The Scout measures himself against these ideals and continually tries to improve.

2. Patrols

The patrol method gives Scouts an experience in group living and participating citizenship. It places a certain amount of responsibility on young shoulders and teaches boys how to accept it.

3. Outdoors

Boy Scouting is designed to take place outdoors. It is in the outdoors that Scouts share responsibilities and learn to live with each other. It is here that the skills and activities practiced at troop meetings come alive with purpose.

4. Advancement

Scouting provides a series of surmountable obstacles and steps to overcome them through the advancement method. The Scout plans his advancement and progresses at his own pace as he overcomes each challenge. The Scout is rewarded for each achievement, which helps him gain self-confidence. The steps in the advancement system help a boy grow in self-reliance and the ability to help others.

5. Adult Association

Boys learn from the example set by their adult leaders. Troop leadership may be male or female, and association with adults of high character is encouraged at this stage of a young man's development.

6. Personal Growth

As Scouts plan their activities and progress toward their goals, they experience personal growth. The Good Turn concept is a major part of the personal growth method of Scouting. Boys grow as they participate in community service projects and do Good Turns for others. The religious emblems program is also a large part of the personal growth method.

7. Leadership Development

Boy Scouting encourages boys to learn and practice leadership skills. Every Scout has the opportunity to participate in both shared leadership and total leadership situations. Understanding the concepts of leadership helps a boy accept the leadership roles of others and guides him toward the citizenship aim of Scouting.

8. Uniform

The uniform makes the Scout troop visible as a force for good and creates a positive youth image in the community. Wearing the uniform is an action that shows each Scout's commitment to the aims and



purposes of Scouting. The uniform gives the Scout identity in a world brotherhood of youth who believe in the same ideals.

Outdoor Activities

Local councils operate and maintain Scout camps. The National Council operates high-adventure programs at Philmont Scout Ranch, New Mexico; Northern Tier National High Adventure Programs, Minnesota and Canada; Florida National High Adventure Sea Base; and The Summit Bechtel Reserve, West Virginia.

The BSA conducts a national Scout Jamboree every four years and participates in World Scout Jamborees (also held at four-year intervals).



Troop Adult Leadership

Scoutmaster: The Scoutmaster is the adult leader responsible for the image and program of the troop. The Scoutmaster and his assistant Scoutmasters work directly with the Scouts. The importance of the Scoutmaster's job is reflected in the fact that the quality of guidance will affect every youth and adult involved in the troop.

The Scoutmaster's duties include:

- Train and guide boy leaders.
- Work with other responsible adults to bring Scouting to boys.
- Use the methods of Scouting to achieve the aims of Scouting.

Troop Committee: The Troop Committee is the troop's board of directors and supports the troop program. The Troop Committee's primary responsibilities are supporting the Scoutmaster in delivering quality troop program, and handling troop administration.

The Troop Committee does the following:

- Ensures that quality adult leadership is recruited and trained. In case the Scoutmaster is absent, a qualified assistant Scoutmaster is assigned. If the Scoutmaster is unable to serve, a replacement is recruited.
- Provides adequate meeting facilities.
- Advises the Scoutmaster on policies relating to Boy Scouting and the chartered organization.
- Supports leaders in carrying out the program.
- Is responsible for finances, adequate funds, and disbursements in line with the approved budget plan.
- Obtains, maintains, and properly cares for troop property.
- Ensures the troop has an outdoor program (minimum 10 days and nights per year).
- Serves on boards of review and courts of honor.
- Supports the Scoutmaster in working with individual boys and problems that may affect the overall troop program.
- Provides for the special needs and assistance some boys may require.
- Helps with the Friends of Scouting campaign.
- Assists the Scoutmaster with handling boy behavioral problems.

*Source: The Boy Scouts of America
Troop Committee Guidebook, 2000 edition*

During day-to-day scouting activities boys and their parents work directly with the person in the troop leadership role. If in pursuing day-to-day scouting activities substantive parental concerns arise, the parent is to contact the troop committee chair. The committee chair will bring the matter to the scoutmaster or the troop committee or the charter organization per their discretion.



Important Information and Policies of Troop 555

Troop Meetings:

Troop 555 meets most Mondays, beginning with a flag ceremony at 7:00 pm, at Holy Trinity Lutheran Church. Scouts, with the support and guidance of the Scoutmaster, plan and conduct the meetings. Parents are always welcome to attend.

Attendance at weekly meetings is vital for a Scout to stay informed and to contribute his part within his patrol and his troop. Meetings allow for Scout advancement, campout planning, instruction of scout skills, troop games, patrol development, mentorship and leadership development.

Required Forms:

Scouts

BSA Youth Application (524-406)

Annual Health and Medical Form (680-001, 2014 printing)

Adults

BSA Adult Application (524-501) (application is bound along the left side) *required only if you hold a position in the troop or are a merit badge counselor*

Annual Health and Medical Form (680-001, 2014 printing) *required only if you attend campouts*

Merit Badge Counselor Application (34405) *required only if you wish to be a merit badge counselor*

* Adults must also complete Youth Protection Training (myscouting.org) and submit their training certificate to be eligible for BSA membership.

Dues:

Dues are collected each fall and are used for BSA national registration fees, Boys' Life magazine subscription and Troop 555 yearly expenses. Dues for 2014 Re-Chartering are \$90.00.

Scouts who cross-over from a Cub Scout Pack pay \$50.00 dues. When a new Scout registers for summer camp that same year, he will receive a \$25.00 discount on his camp registration fee. No rebate will be given to those Scouts who do not attend summer camp that year.

Eagle Scouts under the age of 18 pay \$40.00 dues. Scouts between the ages 18 – 21 may register as a Unit College Scouter Reserve. Their dues are \$25.00. Troop 555 pays the BSA registration fee for the adult leaders and they pay no troop dues.

The Buddy System:

The Buddy System is used at all Scout functions, including campouts, meetings, and summer camp. No Scout is to leave their assigned area without an adult leader's permission. When a Scout receives permission, he is never to leave alone. Each Scout must leave with, and remain with, a buddy at all times.



The Patrol Leaders' Council (PLC):

The Patrol Leaders' Council, not the adult leaders, is responsible for planning and conducting the troop's activities. The Troop 555 PLC is composed of Scouts holding troop leadership positions (Senior Patrol Leader, Assistant Senior Patrol Leaders, Chaplain's Aide, Quartermaster, Scribe, Librarian, Webmaster, Troop Guides, Order of the Arrow Representative, Den Chiefs, Patrol Leaders and Assistant Patrol Leaders. Those positions on the PLC that have voting privileges are Senior Patrol Leader, Assistant Senior Patrol Leader, Patrol Leaders and Troop Guides.

At its monthly meetings, the Patrol Leaders' Council organizes and assigns activity responsibilities for the weekly troop meetings. The Troop Committee interacts with the Patrol Leaders' Council through the Scoutmaster.

The troop's activities are selected and planned at the annual program planning conference. The troop's yearly plan is then submitted to the troop committee for its support. At this time, the Troop Committee may make alternative suggestions for the patrol leaders' council to consider.

Uniform Policy:

As defined by the PLC, the following are the Troop 555 Uniform Requirements:

Official Field Uniform - Scout shirt with neckerchief, Scout pants or shorts and Scout socks. If you do not have Scout pants, you may wear khaki or green pants/shorts.

Activity Uniform - Scout T-shirt (no neckerchief) with the same pant requirements as above. If you do not have a Scout T-shirt, you may wear a plain T-shirt with no logos or writing.

Official field uniforms are to be worn at all Courts of Honor, Boards of Review, Scoutmaster Conferences, Troop and PLC meetings. When traveling as a group, Scouts are to wear official field uniforms. The Senior Patrol Leader or Scoutmaster may require the official field uniform or the activity uniform at any activity. It is preferred a Scout be in full official field uniform for any board of review. He should wear as much of it as he owns, and it should be as correct as possible, with the badges worn properly.

Exceptions: From the May Picnic to Labor Day Scouts may wear the activity uniform for all Troop and PLC meetings. Although it is preferred a Scout be in full field uniform for any board of review, he may request an exception when he is on a campout and wearing the official field uniform would be impractical.

At no time are gym shorts and pants or shorts without belt loops to be worn with the scout uniform. Clothing with holes should not to be worn as part of the Scout uniform.

Troop Outings:

Without parental support, our Scouts would not be able to experience the variety and number of scouting activities we currently do. Many of our parents accompany the troop each month. Parents do not need to hold a leadership position in order to attend.



For troop activities and campouts, Scouts will reimburse their driver for gas in the amount of \$20.00 for a trip that is 3 or more hours away and \$10.00 for a trip that is less than 3 hours away. If a Scout rides one way with one family and rides back with another, each driver will receive 1/2 the amount for the trip.

Portable electronic devices are approved for Scouts only on car rides to and from campout. Scouts and drivers are asked to lock electronic devices in vehicles during campouts. Adults are encouraged to set a positive example for Scouts by using electronics sparingly with discretion during campouts.

Troop Finances:

The Troop Treasurer is in charge of all money-related matters. The Treasurer will efficiently reimburse for pre-approved expenses. Reimbursement requests should be accompanied with a receipt. This allows for our troop to maintain accurate and thorough records. Reimbursement requests over \$100.00 without a receipt will not be accepted.

Those individuals who transport the troop equipment trailer are eligible for reimbursement in the amount of \$25.00 each way. Gas expenses are not reimbursed.

In the event that another BSA Unit joins Troop 555 on an outing of any kind, that unit will equally share in the expenses. This can be done as an equal split of expenses or as a per scout ratio, whichever is agreed upon by the units involved. This includes the cost of transporting the trailer, if it is taken on the outing.

Fund-raising:

The Troop Fundraiser is the annual Christmas Tree Sale. All Troop 555 Scouts, along with a parent, are required to work designated shifts at the annual Christmas tree lot (averages 3-4/Scout). The sales fund the yearly troop expenses, thus every scout is required to participate. Based on the tree lot profits, the troop committee determines the amount of funding to be credited to each Scout for summer camp or a High Adventure BSA activity.

Scouts may also participate in the council's annual popcorn sale. This is an optional fundraising opportunity, which directly benefits the Scouts who participate, earning them a portion of their sales in a Scout Account.

At no time may a Scout conduct fundraising on his own while using the Troop 555 name unless otherwise approved by the troop committee in advance. This includes fundraising for Eagle Scout projects and High Adventure trips. There are also policies mandated by the area council, so any fundraising should be in compliance. If you have questions, please ask the Troop Committee Chair.

Scout Accounts:

A Scout Account is a virtual account within the larger Troop Treasury. Records are maintained by the Treasurer. Scouts and parents have access to funds by contacting the Treasurer.

Individual Scouts can earn money for their own Scout Account. Monies can be used for anything scout-related including summer camp, monthly outings, uniforms, gear, supplies, etc. Money may NOT be



withdrawn for personal use. If there is a balance in a Scout's account once he leaves the troop, it is transferred into the troop's Good Turn Account. Scouts may also voluntarily transfer money into the Good Turn Account. Money can be transferred if a Scout joins a new BSA Unit.

Each Scout, along with a parent, will review his Scout Account balance each September, have the opportunity to raise any questions and confirm the balance either in person or by email. Any balance disputes will be registered with the Troop Treasurer, Committee Chair and Scoutmaster by the last day of September. These leaders will diligently work to resolve any disputes by the end of November each calendar year.

Good Turn Account:

Troop 555 maintains a Good Turn Account to assist those Scouts whose families may be experiencing financial hardship. No Scout should be prevented from participating in scouting activities due to financial difficulty. Requests for assistance are kept strictly confidential and can be made to the Troop Treasurer, Troop Committee Chairman or Scoutmaster. Two of the three must agree to the request. Scouts are strongly encouraged to participate in the annual council popcorn sale to earn money for their Scouting activities.

Rank Advancement:

Scouts join Boy Scouts for a variety of reasons, all of which are valid and fully supported by the troop. Those boys who wish to advance through the ranks for Scouting have many opportunities to do so within Troop 555. Refer to the section in this handbook titled *Troop 555 Advancement and Rank Advancement Guidelines* for detailed information on this topic.

Merit Badges:

Scouts can learn about sports, crafts, science, trades, business, and future careers while earning any of the 100+ merit badges offered through Boy Scouts of America. Any Boy Scout may earn any merit badge at any time; Scouts don't need to have had rank advancement to be eligible. There are twenty-one badges required for a Scout to earn his Eagle rank, twelve of which are pre-determined by BSA. Refer to the section in this handbook titled *Troop 555 Advancement and Merit Badge Guidelines* for detailed information on this topic.

Record Keeping:

Important pieces of information for a Scout to record and keep in a safe place are:

1. A list of campouts (including dates, locations, activities, number of nights slept in a tent)
2. A copy of each rank sign-off record (in the Scout Handbook) once each rank is achieved
3. Merit badge blue cards
4. Work completed for merit badges
5. Troop leadership positions, including dates
6. Attendance
7. Service activities, including the number of volunteer hours

The items listed above are not easily recreated or retrieved so it is highly recommended Scouts keep accurate and complete records throughout their Scouting career, beginning with their first activity.

**Courts of Honor:**

Four times a year Troop 555 holds a Court of Honor. This is a ceremony in which ranks and other awards are presented to the Scouts who earned them. They are held at Holy Trinity Lutheran Church. All Scout families are highly encouraged to attend to celebrate the Scouts' achievements.

Scout Sunday:

Boy Scouts of America was founded in 1910. Each year, the Sunday that falls before February 8 (Scouting Anniversary Day) is designated as Scout Sunday. Troop 555 celebrates the twelfth point of the Scout Law each February with a Sunday worship service with our sponsoring church, Holy Trinity Lutheran Church.

Troop Equipment:

There is a locked supply closet located in the basement of the church for troop equipment. There are patrol boxes, stoves, tents, cooking supplies and many other items available for scouts and adults to borrow on an honors system. Please return equipment when finished so that others may use it. Tents should be set up and dried out immediately following each campout. Cooking equipment should be thoroughly cleaned, etc. The Quartermaster and Equipment Chairperson should be informed of any equipment malfunctions, etc.

Attendance:

In accordance with national BSA advancement guidelines regarding a scout being "active" while serving a position for advancement to the higher ranks, Troop 555 attendance policy guidelines are as follows:

All Scouts First Class rank or greater holding an assigned position must attend regular troop meetings, PLC meetings and troop Courts of Honor to be eligible for a Scoutmaster Conference and a Board of Review for Star, Life and Eagle ranks. Attendance must be met for a 4-month period for Star rank and a 6-month period for Life and Eagle ranks while holding a position. See specific leadership position attendance requirements for more information.

Attendance records for each meeting and campout will be maintained by the Troop Scribe and forwarded to the Advancement Chair for future reference and will be posted periodically at troop meetings. Each year after summer camp when troop elections occur, a new troop attendance record will be started. Scouts who have attendance close to the requirement for the period may elect to carry over last year's attendance while serving a position and hold a new position to complete their 4 or 6 months serving while active. Attendance is also reset on a Scout's Board of Review (BOR) date.

Full attendance at a campout is defined as staying overnight at the location. Any scout attending any portion of a regular troop campout but not the overnight gets one-half credit for campout attendance. Special campouts, which are not overnight, and optional troop campouts will be counted for full credit.

Summer camp will be counted as one campout for attendance. Youth training opportunities such as Nagataman and Eagle Feather and will be counted as an alternate campout. Participation in the OA Ordeal or Brotherhood weekend will count as an alternate campout. High Adventures and other optional scouting functions that are not open to every Scout, First Class or higher, due to age restrictions, etc. will not be counted toward attendance.



Special one-time exemptions may be granted for special “one-time” circumstances such as confirmations, weddings, funerals, special one-time scout functions, special one-time academic functions, etc. These must be requested in advance and will be decided by the Advancement Committee and Scoutmaster.

Troop Communication:

Parents are encouraged to subscribe to the troop’s e-mail distribution group. The UA Troop 555 Google Group is the primary method for leaders to distribute information in a timely fashion to the entire troop. This e-mail distribution list is intended for the sole purpose of troop-related communications. Solicitations for non-scouting fund-raising are not acceptable. Parents and Scouts are asked to create their own distribution list for the purpose of contacting a small group of individuals, rather than sending out messages to the entire troop. Instructions for joining our troop’s Google group are located on the Troop 555’s website, uatroop555.org.

Troop 555 uses remind101.com to send text or email messages to those who are registered with the system. Remind101 is a one-way text messaging and email system. All personal information remains confidential. Instructions for adding a phone number or email address are located on our troop’s website.

Files containing personal contact information for troop members and leaders are located on our Google group. These documents include troop rosters, the youth leadership list, the committee member list, the scoutmaster list and the troop merit badge counselor list. Only UA Troop 555 Google Group members have access to these files through their Google account.

One-on-one contact between adults and youth members is not permitted. In situations that require personal conferences, such as a Scoutmaster’s Conference or merit badge counseling session, the meeting is to be conducted in view of other adults and youths.

There should be no private messages and no one-on-one direct contact between adults and youth. All communication between adults and youth should take place in a public forum. At a bare minimum, electronic communication between an adult and a Scout should always include one or more authorized adults (can be a parent) openly “copied” (included) on the message or message thread. This applies to all email, chat, social media and all other forms of electronic communication (e.g. Twitter, Facebook, Instagram, Skype, etc).

Holy Trinity Lutheran Church:

Holy Trinity Lutheran Church is our chartering organization. At all times individuals should show respect when in the church. All rooms used by the troop should be returned to their original condition after each meeting. If necessary, carpeting should be vacuumed (vacuums are locked in the closets on the first floor). If other groups are meeting at the church, please be courteous and set a good example. It is a privilege for our troop to utilize this space.

The Troop Charter Representative organizes all scheduled meetings and events with the church office and serves as the liaison between the church and the troop. The Pastor of Holy Trinity is our Charter Executive Officer.



Troop 555 Merit Badge and Rank Advancement Guidelines

Rank Advancement: Tenderfoot to Life

Boy Scouting provides a series of surmountable obstacles and steps to overcome them through the advancement method. The Boy Scout plans his advancement and progresses at his own pace as he meets each challenge. The Boy Scout is rewarded for each achievement, which helps him gain self-confidence. The steps in the advancement system help a Boy Scout grow in self-reliance and in the ability to help others.

It is recommended that the Scout contact the adult leaders himself throughout the advancement process.

1. Scouts advance in rank in the order of Scout, Tenderfoot, Second Class, First Class, Star, Life and Eagle. Scouts may work on requirements from multiple ranks simultaneously, but must earn ranks in order.
2. Once the Scout has completed all requirements listed in the Scout handbook for a given rank, he may contact the Scoutmaster to arrange for a Scoutmaster's Conference.
3. After the Scoutmaster has signed off on the rank advancement during the Scoutmaster Conference, the Scout contacts the Advancement Chair to request a Board of Review (BOR).
4. BORs are usually held in conjunction with the regular troop meetings. However, scheduling involves coordinating with 3-4 adult leaders, so there are times when the BOR will be at the library or a leader's home. The BORs are usually 15 - 20 minutes in length.
5. The Advancement Chairperson and adult leaders are very responsive to the Scouts and wish to recognize advancement soon after it has been accomplished. Therefore, an attempt is made to schedule most BORs within 7-10 days of the request.
6. For rank advancements to be recognized at an upcoming Court of Honor (COH), the BOR must be completed two weeks before the COH. Those BORs that occur later will be included in the next scheduled COH. All rank advancements are official and recorded on the date earned regardless of when the Scout is publicly recognized at a COH. Deadlines are set to provide the adult and scout leaders with adequate time to hold a BOR, obtain rank patches and organize the COH program.
7. Scouts are recognized, and rank patches are distributed, at the next Court of Honor.



Merit Badges

Scouts can learn about sports, crafts, science, trades, business, and future careers while earning any of the 100+ merit badges offered through Boy Scouts of America. Any Boy Scout may earn any merit badge at any time; Scouts don't need to have had rank advancement to be eligible. There are 21 badges required for a Scout to earn his Eagle rank, 13 of which are pre-determined by BSA.

It is recommended that the Scout contacts adult leaders and merit badge counselors himself throughout the advancement process.

1. Choose a merit badge to earn. Do not begin work on the merit badge until you have met with the Scoutmaster. Merit badge information is available online on multiple sites (myscouting.org, etc). Merit badge books are available for purchase at the Scout Shop or to borrow from the Troop 555 library. Our Troop Librarian can assist you in obtaining a copy of the merit badge book. Confirm that it is an updated copy. The website meritbadge.org is one reference to tell you if there are any updates to the merit badge. You may use an older version of the merit badge book for purpose of instruction. However, you must complete the updated requirements. Make sure there are no prerequisites you need to have before beginning the merit badge. Some badges require earning prior badges.
2. Request permission from the Scoutmaster (SM) to begin work on the merit badge and obtain a blue card from the SM.
3. Scouts contact a Merit Badge Counselor to ask if the counselor is able to counsel them on that badge. The list of Merit Badge Counselors is posted on the UA Troop 555 Google Group.
4. Fill out the Scout information portions of the blue card, legibly, *in ink*, using your full name (no nicknames). Include your address. Do not put any dates on the card. You may insert the counselor's name.
5. The Merit Badge Counselor may hold on to the triplicate card until it is complete, or they may have the Scout keep it. Do not separate the sections until it is complete.
6. Once you have met with your counselor and completed all the requirements, your counselor will sign your blue card, and date it.
7. Please check that the date of completion is the same on all parts of the blue card before separating the cards or turning in the "Application for Merit Badge" portion. This is critical for the record keeping, especially for eagle-required merit badge cards! Incomplete cards or cards with conflicting or missing dates may delay eagle rank advancement.
8. The merit badge counselor will keep their 1/3 portion of the card. The Scout keeps his 1/3 portion, labelled "Applicants Record." A binder with clear dividers that have pockets for baseball cards is a good way to keep blue cards. Partially completed blue cards are the responsibility of the Scout to keep in a safe place.



9. Hand only the completed “Application for Merit Badge” portion of the blue card to the Advancement Chair.
10. Merit badge cards are to be turned in no later than 14 days prior to an upcoming Court of Honor (COH). Deadlines are set to provide the adult and scout leaders with adequate time to obtain badges and organize the COH program.
11. Once you have received your badge, place the merit badge card that came with your badge into your binder, along with the “Applicant Record” portion of your blue card.
12. Scouts are recognized, and merit badges are distributed, at the next Court of Honor.

It is strongly recommended that blue cards, rank cards, and Scout Handbook rank requirement pages with signatures are periodically copied in case any are lost or damaged. These serve as proof of Scout advancement and achievement. Please organize the originals and keep everything in a safe place!



Troop 555 Resources

Email:

To send an e-mail message to the entire troop: UATroop555@googlegroups.com

Individual e-mail listings can be found in the troop roster. This is available through the UA Troop 555 Google Group. Only registered members of Troop 555, and those directly associated with the troop, may register. Instructions to become a member of this group are located on the troop's website.

Internet Resources:

BSA Troop 555 Website: www.uatroop555.org

Sign Up Genius: www.signupgenius.com

BSA Official Sites: www.scouting.org; www.scouting.org/scoutsource/BoyScouts.aspx

Simon Kenton Council: www.skscouts.org

Buckeye District: www.skscouts.org/buckeye/

BSA Forms: www.scouting.org/forms.aspx

On-line Training: www.scouting.org/Training/YouthProtection/BoyScout.aspx

Scout Supplies: www.scoutstuff.org

Merit Badge Information: www.scouting.org/meritbadges.aspx

High Adventure Directory: www.scouting.org/scoutsource/HighAdventure.aspx

Simon Kenton Council:

807 Kinnear Rd.

Columbus, Ohio 43212

(614) 436-7200

Simon Kenton Scout Shop:

807 Kinnear Rd.

Columbus, Ohio 43212

Phone (614) 481-4270

FAX (614) 481-4268



Troop 555 Youth Leaders

The troop is actually 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. The Patrol Leaders' Council is composed of the following voting members: Senior Patrol Leader, Assistant Senior Patrol Leader, Patrol Leaders and Troop Guides.

Junior Leader Positions

- **Senior Patrol Leader** - top junior leader in the troop. He leads the Patrol Leaders' Council and, in consultation with the Scoutmaster, appoints other junior leaders and assigns specific responsibilities as needed.
- **Assistant Senior Patrol Leader** - fills in for Senior Patrol Leader in his absence. He is also responsible for training and giving direction to the Quartermaster, Scribe, Troop Historian, Librarian and Instructors.
- **Troop Historian** - collects and maintains troop memorabilia and information on former troop members.
- **Librarian** - keeps troop books, pamphlets, magazines, audiovisuals, and Merit Badge Counselor list available for use by troop members.
- **Instructor** - teaches one or more advancement skills to troop members.
- **Chaplain Aide** - assists in troop religious services and promotes religious emblems program.
- **Junior Assistant Scoutmaster** - a Scout 16 or older who supervises and supports other boy leaders as assigned.
- **Patrol Leader** - gives leadership to members of his patrol and represents them on the Patrol Leaders' Council.
- **Assistant Patrol Leader** - fills in for the Patrol Leader in his absence.
- **Troop Guide** - advisor and guide to the new Scout patrol.
- **Den Chief** - works with a Cub Scout den as a guide.
- **Quartermaster** - responsible for troop supplies and equipment.
- **Scribe** - the troop secretary.
- **Webmaster** - assists with the troop website.

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 or notify the person your position reports to 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.



SENIOR PATROL LEADER (SPL)

GENERAL INFORMATION

Type: Elected by the members of the troop

Term: 6 months (with an option for additional 6 months based upon performance and desire), beginning in September and March.

Reports to: Scoutmaster

Description: The Senior Patrol Leader is elected by the Scouts to represent them as the top junior leader in the troop.

Comments: The Senior Patrol Leader is the focal point of the troop. He needs to attend as close to all troop functions as possible. One of the major parts of the SPL's job is to appoint other troop leaders. He must choose leaders who are able, not just his friends or other popular scouts.

QUALIFICATIONS

Age: 13

Rank: 1st Class or higher

Experience: Previous service as SPL, ASPL, PL, or APL

Attendance: 60% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: Have attended or plan to attend (during your leadership) National Youth Leader Training.

Plan to attend the troop Junior Leader Training.

Attendance: Attend 70% of all troop meetings, PLC meetings and troop courts of honor.

Attend 70% of all troop campouts, outings, and service projects.

Attend a full week of troops' annual summer camp, if it occurs during your term.

If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Runs all troop meetings, events, activities, and the annual program planning conference.
- Responsible for planning the troop meeting agenda and program.
- Runs the Patrol Leader's Council meeting.
- Appoints other troop junior leaders with the advice and counsel of the Scoutmaster.
- Assigns duties and responsibilities to junior leaders.
- Assists the Scoutmaster with Junior Leader Training.
- Contacts the Scoutmaster if he cannot attend a meeting, campout or activity.
- Ensures that the Assistant Senior Patrol Leader is ready to assume SPL responsibilities in his absence.



ASSISTANT SENIOR PATROL LEADER (ASPL)

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months, (with an option for additional 6 months based upon performance and desire), beginning in September and March.

Reports to: Senior Patrol Leader

Description: The Assistant Senior Patrol Leader is the second highest-ranking patrol leader in the troop. The Assistant Senior Patrol Leader acts as the Senior Patrol Leader in the absence of the SPL or when called upon. He also provides leadership to other junior leaders in the troop.

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

QUALIFICATIONS

Age: 13

Rank: 1st Class or higher

Experience: Previous service as SPL, ASPL, PL, or APL

Attendance: 60% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: Have attended or plan to attend (during your leadership) National Youth Leader Training.

Plan to attend the troop Junior Leader Training.

Attendance: Attend 60% of all troop meetings, PLC meetings and troop courts of honor.

Attend 60% of all troop campouts, outings, and service projects.

Attend a full week of troops' annual summer camp, if it occurs during your term.

If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Helps the Senior Patrol Leader lead meetings and activities.
- Runs the troop in the absence of the Senior Patrol Leader.
- Helps train and supervise the Troop Scribe, Quartermaster, Instructor, Librarian, Historian, Chaplain Aide, Webmaster and Order of the Arrow Representative.
- Serves as a member of the PLC.
- Contacts the SPL or Scoutmaster if he cannot attend a meeting, campout or activity.
- Ensures that the Assistant Patrol Leader is prepared to assume patrol leader responsibilities.



PATROL LEADER (PL)

GENERAL INFORMATION

Type: Elected by members of the patrol

Term: 6 months, beginning in September and March

Reports to: Senior Patrol Leader

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

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 PLC.

QUALIFICATIONS

Age: none

Rank: Tenderfoot or higher

Experience: none

Attendance: 60% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: Plan to attend the troop Junior Leader Training.
Encouraged to attend JLOW training.

Attendance: Attend 60% of all troop meetings, Patrol Leaders' Council meetings and troop courts of honor.
Attend 60% of all troop campouts, outings, and service projects.
If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Appoints the Assistant Patrol Leader.
- Represents the patrol on the Patrol Leader's Council.
- Plans and steers patrol meetings.
- Keeps track of individual patrol members' advancement.
- Works with Troop Guide and Instructors to help Scouts advance.
- Acts as the chief recruiter of new Scouts.
- Keeps patrol members informed.
- Knows what his patrol members and other leaders can do.
- Contacts the SPL or Scoutmaster if you cannot attend a meeting, campout or activity.
- Ensures that the Assistant Patrol Leader is prepared to assume patrol leader responsibilities in his absence.



ASSISTANT PATROL LEADER (APL)

GENERAL INFORMATION

Type: Appointed by the Patrol Leader

Term: 6 months, beginning in September and March

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: Scout or higher

Experience: none

Attendance: 60% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: Plan to attend the troop Junior Leader Training.
Encouraged to attend JLOW.

Attendance: Attend 60% of all troop meetings, Patrol PLC meetings and troop courts of honor.
Attend 60% of all troop campouts, outings, and service projects.
If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

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.
- Contacts the SPL or Scoutmaster if he cannot attend a meeting, campout or activity.
- Ensures that someone is prepared to assume his responsibilities in his absence.



JUNIOR ASSISTANT SCOUTMASTER

GENERAL INFORMATION

Type: Appointed by the Scoutmaster

Term: 1 year, beginning in September

Reports to: Scoutmaster

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

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

QUALIFICATIONS

Age: At least 16 years old

Rank: Eagle

Experience: Previous leadership positions

Attendance: 60% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must have attended National Youth Leader Training.
Plan to attend the troop Junior Leader Training.

Attendance: Attend 60% of all troop meetings, PLC meetings and troop courts of honor.
Attend 60% of all troop campouts, outings, and service projects.
If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Functions as an Assistant Scoutmaster.
- Performs duties as assigned by the Scoutmaster.
- Contacts the SPL or Scoutmaster if he cannot attend a meeting, campout or activity.
- Ensures that someone is prepared to assume his responsibilities in his absence.



DEN CHIEF

GENERAL INFORMATION

Type: Appointed by the Scoutmaster

Term: 8 months, beginning August 1 of each 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 exhibits 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: 12

Rank: 1st Class unless approved by the Scoutmaster

Experience: none

Attendance: 60% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: Have attended or plan to attend (during your leadership) Council Den Chief Training. Encouraged to attend JLOW training. Plan to attend the troop Junior Leader Training.

Attendance: Attend 50% of all troop meetings, PLC meetings and troop courts of honors. Attend 60% of all troop campouts, outings, and service projects. Attend assigned den meetings and pack functions. If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office. You must inform the Den Leader if you will be absent.

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

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.
- Reports Pack meeting/activities at PLC meetings.
- Contacts the SPL or Scoutmaster if he cannot attend a meeting, campout or activity.
- Ensures that someone is prepared to assume his responsibilities in his absence.



INSTRUCTOR

GENERAL INFORMATION

Type: Appointed by the Scoutmaster

Term: 1 year, beginning in September

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: 60% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: Plan to attend the troop Junior Leader Training.

Attendance: Attend 60% of all troop meetings, Patrol Leaders' Council meetings and troop courts of honor.

Attend 60% of all troop campouts, outings, and service projects.

If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

Attend Tenderfoot to First Class advancement program (meets twice a month before the troop meeting).

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

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Teaches basic Scouting skills in troop and patrols.
- Contacts the Scoutmaster if he cannot attend a meeting, campout or activity.
- Ensures that someone is prepared to assume his responsibilities in his absence.
- Attends and participates in the Tenderfoot to First Class advancement program.



TROOP GUIDE

GENERAL INFORMATION

Type: Appointed by the Scoutmaster

Term: 1 year, beginning March 1 each year.

Reports to: Scoutmaster

Description: The Troop Guide works with new Scouts. He helps them feel comfortable and to earn their First Class rank in their first 18 months.

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: none

Attendance: 60% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: Plan to attend the troop Junior Leader Training.

Attendance: Attend 60% of all troop meetings, PLC meetings and troop courts of honor.

Attend 60% of all troop campouts, outings, and service projects.

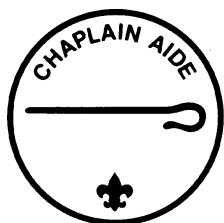
Attend Tenderfoot to First Class advancement program (meets twice a month before the troop meeting).

If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

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 eighteen months.
- Teaches basic scout skills.
- Coaches the patrol leader of the new Scout patrol on his duties.
- Works with the patrol leader at PLC meetings.
- Attends PLC meetings with the patrol leader of the New Scout Patrol.
- Assists the Assistant Scoutmasters with training.
- Counsels individual Scouts on scouting challenges.
- Contacts the Scoutmaster if he cannot attend a meeting, campout or activity.
- Ensures that someone is prepared to assume his responsibilities in his absence.
- Attends and participates in the Tenderfoot to First Class advancement program.



CHAPLAIN AIDE

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months, beginning September and March

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: none

Experience: none

Attendance: 60% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: Plan to attend the troop Junior Leader Training.

Attendance: Attend 60% of all troop meetings, PLC meetings and troop courts of honor.

Attend 60% of all troop campouts, outings, and service projects.

If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Assists Troop Chaplain and plans for religious services at troop activities.
- Is sensitive to religious beliefs of all scouts.
- Makes sure religious holidays are considered during troop program planning.
- Contacts the ASPL if he cannot attend a meeting, campout or activity.
- Ensures that someone is prepared to assume his responsibilities in his absence.



TROOP HISTORIAN

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months, beginning September and March

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: none

Experience: none, but interest in photography is helpful

Attendance: 60% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: Plan to attend the troop Junior Leader Training.

Attendance: Attend 60% of all troop meetings, PLC meetings and troop courts of honor.

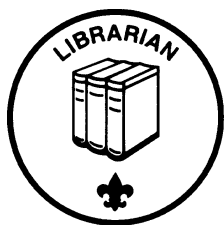
Attend 60% of all troop campouts, outings, and service projects.

If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

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.
- Contacts the ASPL if he cannot attend a meeting, campout or activity.
- Ensures that someone is prepared to assume his responsibilities in his absence.



LIBRARIAN

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months, beginning September and March

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: none

Experience: none

Attendance: 60% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: Plan to attend the troop Junior Leader Training.

Attendance: Attend 60% of all troop meetings, PLC meetings and troop courts of honor.

Attend 60% of all troop campouts, outings, and service projects.

If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

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.
- Contacts the ASPL if he cannot attend a meeting, campout or activity.
- Ensures that someone is prepared to assume his responsibilities in his absence.



QUARTERMASTER

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months, beginning September and March

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: none

Experience: none

Attendance: 60% over the previous six months

PERFORMANCE REQUIREMENTS

Training: Plan to attend the troop Junior Leader Training.

Attendance: Attend 60% of all troop meetings, PLC Council meetings and troop courts of honor. Attend 70% of all troop campouts, outings, and service projects. If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

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 Troop Committee member responsible for equipment.
- Gets the US, troop, and patrol flags for meetings and ceremonies and puts them away afterwards.
- Coordinates, loads/unloads and stows gear in troop trailer for outings.
- Cleans equipment, repacks and assures gear is ready for next use.
- Contacts the ASPL if he cannot attend a meeting, campout or activity.
- Ensures that someone is prepared to assume his responsibilities in his absence.



SCRIBE

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months, beginning September and March

Reports to: Assistant Senior Patrol Leader

Description: The Scribe keeps the troop records. He records the activities of the PLC, advancement, and Scout attendance at troop meetings.

Comments: To be a good Scribe you need to attend nearly all troop and PLC meetings.

QUALIFICATIONS

Age: none

Rank: none

Experience: none

Attendance: 60% over the previous six months

PERFORMANCE REQUIREMENTS

Training: Plan to attend the troop Junior Leader Training.

Attendance: Attend 70% of all troop meetings, PLC meetings and troop courts of honor.

Attend 60% of all troop campouts, outings, and service projects.

If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Attends and keeps a log of Patrol Leaders' Council meetings.
- Records individual Scout and adult leader meeting and outing attendance.
- Records individual Scout advancement progress.
- Works with the Troop Committee members responsible for records and finance.
- Contacts the ASPL if he cannot attend a meeting, campout or activity.
- Ensures that someone is prepared to assume his responsibilities in his absence.



WEBMASTER

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months, beginning September and March

Reports to: Assistant Senior Patrol Leader

Description: The Webmaster works with the Troop Webmaster to design, update and maintain the troop's website.

Comments:

QUALIFICATIONS

Age: none

Rank: none

Experience: none

Attendance: 60% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: Plan to attend the troop Junior Leader Training.

Attendance: Attend 60% of all troop meetings, PLC meetings and troop courts of honor.

Attend 60% of all troop campouts, outings, and service projects.

If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Assists Troop Webmaster in designing, updating and maintaining the troop website.
- Coordinates with the Historian to receive photos and information for the troop website.
- Contacts the ASPL if he cannot attend a meeting, campout or activity.
- Ensures that someone is prepared to assume his responsibilities in his absence.



ORDER OF THE ARROW (OA) REPRESENTATIVE

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader, with Scoutmaster approval

Term: 6 months, beginning September and March

Reports to: Assistant Senior Patrol Leader

Description: The Order of the Arrow Troop Representative is a youth liaison serving between the local OA lodge or chapter and his troop. In his troop, he serves as a communication and programmatic link to the Arrowman and adult leaders and Scouts who are not presently members of the Order. He does this in a fashion that strengthens the mission of the lodge and purpose of the Order. By setting a good example, he enhances the image of the Order as a service arm to his troop.

Comments: To be a good OA Rep. you need to attend nearly all troop, Patrol Leaders' Council meetings and monthly OA meetings/outings.

QUALIFICATIONS

Age: Under age 18

Rank: Must be OA member in good standing

Experience: none

Attendance: 60%

PERFORMANCE REQUIREMENTS

Training: Plan to attend the troop Junior Leader Training.

Attendance: Attend 60% of all troop meetings, PLC meetings and troop courts of honor.

Attend 60% of all troop campouts, outings, and service projects.

Attend Lodge chapter meetings and activities.

If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.

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

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Serves as a communication link between the lodge or chapter and the troop.
- Encourages year round and resident camping in the troop.
- Encourages older Scout participation in high adventure programs.
- Encourages Scouts to actively participate in community service projects.
- Assists with leadership skills training in the troop.
- Encourages Arrowmen to assume leadership positions in the troop.
- Encourages Arrowmen in the troop to be active participants in the lodge and/or chapter activities and to seal their membership in the Order by becoming Brotherhood members.
- Contacts the ASPL if he cannot attend a meeting, campout or activity.
- Assures that someone is prepared to assume his responsibilities in his absence.



Troop 555 Leadership Position Application

Name: _____ Age: _____
Current Rank: _____ Current Position: _____
Previous Positions: _____
Attendance (6 months): (get from Troop Scribe records) _____

List your first three leadership choices:

1st Choice _____

2nd Choice _____

3rd Choice _____

For your first choice, use this space to tell why you want this job, how you would do the job, and why you are the best choice for this position.

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)