

# Senior Patrol Leader

- Serve as the leader of the troop.
- Preside at all troop meetings, events, and activities.
- With the Scoutmaster, appoint other boy leaders.

# Assistant Senior Patrol Leader

- Takes over troop leadership in absence of the Senior Patrol Leader.
- Trains and guides patrol leaders.
- Helps with leading meetings and activities.
- Help run advancement boards.

# Scribe

- Keeps log of patrol leaders council decisions.
- Records attendance.
- Records advancement.

# Quartermaster

- Keeps equipment in good repair.
- Checks out equipment and sees that is returned in good order.
- Keeps records of patrol and troop equipment.
- Suggest new or replacement items needed to the Senior Patrol Leader or leader's council.

# Den Chief

- Den Chief assists the Den Leader with the meetings.
- Helps Cub Scouts earn achievements.
- Helps Cub Scouts be leaders, sets good example.
- Recruiting officer, bringing Cub Scouts into the troop, and promotes joint activities.

# PATROL LEADER

- Represents his patrol at PLC meetings
- Informs his patrol of PLC decisions and troop events
- Sets the example in conduct, scout spirit, uniform and the ideals of Scouting
- Keeps aware of advancement needs of members of his patrol
- Leads fairly and impartially
- Plans patrol activities outside of troop activities
- Encourages his patrol to be the best in the troop by advancement, learning and teaching skills, working together, and earning awards such as the Baden Powell Patrol Award.

# **ASSISTANT PATROL LEADER**

- Takes over the patrol in the absence of the Patrol Leader.
- Assists the Patrol Leader as needed.
- Strives to maintain the same qualifications as the Patrol Leader.

# Baden Powell Patrol Award

- The award is an embroidered star worn beneath your patrol medallion.
1. **Spirit** - Patrol flag and yell.
  2. **Patrol meetings.** Hold two patrol meetings each month for three months.
  3. **Patrol hikes, outdoor activities, and other events.** Take part in one of these within 3 months.

# Baden Powell Patrol Award

4. **Good Turns or service projects.** Do two patrol leaders' council approved Good Turns or service projects within three months.
5. **Advancement.** Help two patrol members advance one rank during 3 months.
6. **Uniform.** Wear the uniform correctly
7. **Patrol leaders' council.** Represent the patrol during three patrol leaders' council meetings within 3 months.

# Instructor

- Works with the Scribe and Advancement Chair in identifying training needs of scouts.
- Plans and conducts a training session at each meeting and campout on skills needed by one or more scouts.
- Assists in reporting advancement of one or group of scouts to the Scribe and/or Advancement Chair.

# Leadership

- Troop cannot function well without its leaders, who are a team. A football team needs a quarterback as well as receivers.
- Attendance necessary at majority of meetings and events.
- Team, troop leaders, must actively participate in planning, troop meetings and events.

# Advancement Subcommittee

- Record the Scouts advancement and attendance on the troop computer.
- Send advancement report to the Scout Service Center (can double as shopping list for badges).
- Arrange board of reviews
- Advise troop committee and leaders of advancement of scouts and advancement opportunities.

# Equipment Subcommittee

- Help guide the Quartermaster keep track of equipment.
- Help the Quartermaster instruct the scouts on how to take care of the equipment.
- Help the Quartermaster make equipment reports to the patrol leader's council.
- Make reports to the troop committee on equipment needs.

# Finance Subcommittee

- Collect dues and income.
- Pay bills on approval of the committee.
- Keep financial records of the troop.
- Provides financial report to each committee meeting.
- Coordinate and lead troop's fundraising event.
- Recruit parents to assist in fundraising event.

# Recruitment Subcommittee

- Liaison with other Cub Scout Packs.
- Help recruit boys into the troop.
- Recruit boys from local public and private schools
- Organize open house meeting and overnight with the troop for prospective scouts.

# Outdoor Subcommittee

- Help identify camping sites for the troop.
- Gather information for camporees and other outdoor events for the patrol leader's council to consider.
- Help arrange permits and make reservations for campouts.

# Transportation Subcommittee

- Arrange transportation for all troop events.
- Provide driver sign-up sheets for parents for the events of the scout year.
- Insure that all parents participate in transporting scouts to the events throughout the scout year.

# High Adventure Subcommittee

- Advise patrol leader's council of upcoming high adventure trips.
- Receive suggestions from the patrol leader's council on high adventure trips.
- Coordinate high adventure trip for the summer with the adult leaders.

# Training Subcommittee

- Insures that all adult leaders have basic training.
- Insures that all committee members are trained.
- Works with the leaders to have eligible scouts attend Council's Junior Leader Training (JLT).
- Advises committee and patrol leaders council of additional available training.
- Liaisons with District Training Chair in order to stay current with all training updates and opportunities.

# Sample Committee Agenda

1. Call the meeting to order—**Chair**
2. Welcome and introduction of new members and guests—**Chair**
3. Approval of previous meeting's minutes—**Secretary**

# Sample Committee Agenda

## 4. Reports

- **Scoutmaster** (troop progress, actions of patrol leaders' council, disciplinary problems, attendance, monthly outing plans, other troop needs)
- **Secretary** (newsletter, additional resource surveys)
- **Outdoor/activities coordinator** (outdoor plans, special activities, district and council activities, summer camp update)
- **Treasurer** (report on current financial standing, money-earning projects, Friends of Scouting)

# Sample Committee Agenda

- **Advancement coordinator** (troop advancement progress, boards of review, courts of honor)
- **Chaplain** (update on chaplain support to troop members, religious emblems program)
- **Training coordinator** (new training materials, youth leader and adult volunteer opportunities for training)
- **Equipment coordinator** (status of new and existing troop equipment and of troop needs, new procedures for safe use and storage of equipment)

# Sample Committee Agenda

5. Old business (reports on task assignments from previous meeting)
6. New business (assign tasks as issues are discussed)
7. Announcements (including date of next month's troop committee meeting)
8. Adjournment