



# Leadership begins with one step forward

The Boy Scouts of America and Troop 1000 are here to help you build character, learn many new things, take and accept responsibility, and become part of America's next generation of leaders. We aim to help you make ethical and moral choices over your lifetime by teaching you the values of the Scout Oath and Law. In essence, we will help you gain real life experience through the outcome of your own actions.

***Your acceptance of and execution of a leadership position and the responsibility that comes with it is one of these key experiences.***

At election time, each 6-months, if you have reached First Class rank, or above, you have the opportunity to run for Patrol Leader in your Patrol. If you are an experienced Scout, you may toss your hat in the ring for the position of Senior Patrol Leader.

Additionally, those not elected may request appointment to one of many Junior Leadership positions within the Troop. The positions listed below may satisfy the 4-month (First Class to Star) or 6-month (Star to Life, Life to Eagle) Leadership requirement for Rank Advancement.

It is the intent of the Troop to find a position for each Scout who desires and requires one for rank advancement. However, not all positions are a good fit for every Scout. Thus, some preference is given to those whose experience and maturity best match the position. Not every Scout will be able to receive an appointment in every 6-month term.

Please review and become familiar with the attached list of positions, their qualifications, and the responsibilities of each. You are expected to fulfill the requirements of the position you may be appointed to and which you accept. *Know what responsibilities you are asking for or accepting!*

We want every Scout to *Learn* from, *Lead* and *Educate* others. These positions are the best way for us to help you get this experience.

Among these appointed positions are:

[Assistant Senior Patrol Leader](#)

[Troop Guide](#)

[Quartermaster](#)

[Scribe](#)

[Historian](#)

[Librarian](#)

[Instructor](#)

[Chaplain Aide](#)

[Den Chief](#)

[Junior Assistant Scoutmaster](#)

[Order of the Arrow Representative](#)

[Webmaster](#)

[Outdoor Ethics Guide](#)

[Bugler](#)



# Troop 1000 -Patrol Leader's Council



## Senior Patrol Leader

The [Senior Patrol Leader](#) (SPL) is elected by the Scouts to represent them as the top youth leader in the [Troop](#). He runs all troop meetings, events, activities, the annual program planning conference, and the [Patrol Leaders' Council](#) meetings. He appoints other Troop youth leaders with the advice and counsel of the [Scoutmaster](#). Reports to [Scoutmaster](#) and is mentored by the Scoutmaster.

### Responsibilities

- Runs all Troop meetings, events, activities, and the program planning conference(s).
- Runs the [Patrol Leaders' Council](#) (PLC) meetings and is expected to attend each PLC meeting, unless excused by the Scoutmaster.
- 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.
- Sets a good example.
- Enthusiastically and [correctly wears the Scout uniform](#) (all four parts).
- Lives by the [Scout Oath](#) and [Law](#).
- Shows Scout spirit.
- Is expected to attend a majority of Troop weekly meetings and at least 4 of 6 major monthly Troop events/campouts, unless excused by the Scoutmaster.
- Works with for transition and trains their successor as Senior Patrol Leader.



## Assistant Senior Patrol Leader (may have as many as needed)

The [Assistant Senior Patrol Leader](#) (ASPL) is the second highest-ranking youth leader in the Troop. He is appointed by the [Senior Patrol Leader](#) with the approval of the [Scoutmaster](#). The Assistant Senior Patrol Leader acts as the Senior Patrol Leader in the absence of the Senior Patrol Leader or when called upon. He Reports to the [Senior Patrol Leader](#). He is mentored by the Scoutmaster and Mrs. Richards.

### 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](#)(s), [Librarian](#), [Historian](#), [Webmaster](#), and [Chaplain Aide](#).
- May be assigned to mentor and assist one or more junior leaders, and have other assigned duties such as supervising the loading of the trailers on departure for campouts or assisting the Scribe on Money Mondays.

- Serves as a member of the [Patrol Leaders' Council](#) and is expected to attend each PLC meeting, unless excused by the Scoutmaster.
- Is expected to prepare a monthly report to the PLC of his observations and recommendations for improvement as they relate to his duties and responsibilities.
- Sets a good example.
- Enthusiastically and [correctly wears the Scout uniform](#) (all four parts).
- Lives by the [Scout Oath](#) and [Law](#)
- Show Scout spirit.
- Lends a hand controlling the patrols and building patrol spirit.
- Is expected to attend a majority of Troop weekly meetings and at least 4 of 6 major monthly Troop events/campouts, unless excused by the Scoutmaster.
- Works with for transition and trains their successor as Assistant Senior Patrol Leader.

He also provides leadership to other youth leaders in the troop.



### [Patrol Leader](#)

The [Patrol Leader](#) is the elected leader of his patrol. He represents his [Patrol](#) on the [Patrol Leaders' Council](#) and appoints the [Assistant Patrol Leader](#), Patrol Quartermaster, Patrol Scribe, Cheermaster and other Patrol positions including Grubmaster(s) as required. Reports to [Senior Patrol Leader](#) and the adult Patrol Advisor. He is mentored by their Patrol Advisor and Mr. Gumm.

### Responsibilities

When you accept the position of Patrol Leader, you agree to provide service and leadership to your Patrol and Troop. No doubt you will take this responsibility seriously, but you will also find it fun and rewarding. As a Patrol Leader, you are expected to do the following:

- Plan and lead patrol meetings and activities. In consultation with the Patrol Advisor, have a meeting agenda planned in advance. Unless delegated to the Patrol Scribe, take attendance and record the decisions made and actions to be taken as decided at the meeting.
- Maintain a calendar of Patrol meetings scheduled three-months in advance (add a month at the end of each month).
- Keep Patrol members informed via a written (emailed) summary of upcoming events, opportunities, requests or requirements for upcoming activities or meetings, schedule of upcoming Troop and Patrol activities, and other information of use to the Scout or their parents. Copy the Patrol Advisor, SPL, and ASPLs.

- Represent his patrol at all Patrol Leaders' council meetings and the program planning conference(s). If unable to attend, inform the SPL and arrange to have a substitute to represent the Patrol at these meetings.
- Prepare in advance of each PLC meeting a report of Patrol meetings and participation, as well as observations and recommendations from the Patrol as regards the Troop's activities since the last PLC meeting.
- Prepare the Patrol to participate in all Troop activities. Arrange for Patrol to have Campout and Campfire duties/participation prepared and practiced.
- Prepare and post a duty roster and tenting assignments in advance of departure for campouts. Assure these duties are being carried out to the best of the ability of Patrol members. If not, seek guidance from the SPL or the Patrol Advisor.
- Follow procedures for the Patrol's participation in campout departure and arrival.
- Work with other Troop leaders to make the Troop run well.
- Get to know the abilities of each Patrol member. Use Patrol member's strengths to help shore up other member's weaknesses.
- Provide ample opportunities for Patrol members to advance by teaching Trail to First Class skills or arranging skills to be taught and demonstrated by Patrol members to other Patrol members. Where/when permitted, sign-off on demonstrated skills and knowledge requirements in a timely manner.
- Set a good example.
- Wear the full Scout [uniform](#) correctly and proudly.
- Live by the [Scout Oath](#) and [Law](#).
- Show and develop Patrol spirit. Seek every opportunity to demonstrate it.
- Works with for transition and trains their successor as Patrol Leader.
- Is expected to attend a majority of Troop weekly meetings and at least 4 of 6 major monthly Troop events/campouts, unless excused by the Scoutmaster.

### Ten Tips for Patrol Leaders

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1. **Keep Your Word.** Don't make promises you can't keep.
  2. **Be Fair to All.** A good leader shows no favorites. Don't allow friendships to keep you from being fair to all members of your patrol. Know who likes to do what, and assign duties to patrol members by what they like to do.
  3. **Be a Good Communicator.** You don't need a commanding voice to be a good leader, but you must be willing to step out front with an effective "Let's go." A good leader knows how to get and give information so that everyone understands what's going on.
  4. **Be Flexible.** Everything doesn't always go as planned. Be prepared to shift to "plan B" when "plan A" doesn't work.
  5. **Be Organized.** The time you spend planning will be repaid many times over. At patrol meetings, record who agrees to do each task, and fill out the duty roster before going camping.
  6. **Delegate.** Some leaders assume that the job will not get done unless they do it themselves. Most people like to be challenged with a task. Empower your Patrol members to do things they have never tried.
  7. **Set an Example.** The most important thing you can do is lead by example. Whatever you do, your Patrol members are likely to do the same. A cheerful attitude can keep everyone's spirits up.
  8. **Be Consistent.** Nothing is more confusing than a leader who is one way one moment and another way a short time later. If your Patrol knows what to expect from you, they will more likely respond positively to your leadership.
  9. **Give Praise.** The best way to get credit is to give it away. Often a "Nice job" is all the praise necessary to make a Scout feel he is contributing to the efforts of the Patrol.
  10. **Ask for Help.** Don't be embarrassed to ask for help. You have many resources at your disposal. When confronted with a situation you don't know how to handle, ask someone with more experience for some advice and direction.





### Venture Patrol Leader

This Patrol Leader is the elected leader of his [Venture patrol](#). He represents this patrol of older more experienced Scouts on the Patrol Leaders' Council and appoints the Assistant Patrol Leader and other necessary Patrol positions of responsibility. He is supported by the [Assistant Scoutmaster](#) - Venture under the direction of the Scoutmaster. Serving as Venture Patrol Leader can apply towards **Positions of Responsibility** requirements for [Star](#) and [Life](#) but *not* [Eagle](#). Reports to the [Senior Patrol Leader](#) and is mentored by the [Assistant Scoutmaster](#) – Venture.

### Responsibilities

- Plans and leads his Patrol for high adventure experiences and sports activities.
- Works with Assistant Scoutmaster - Venture to ensure an active Venture Patrol program is implemented.
- Ensures that he or (one of) his Assistant Patrol Leader(s) is in charge on any adventure.
- Works with the Senior Patrol Leader and the Scoutmaster to ensure that Venture patrol activities add to the Troop experience and do not conflict with Troop or regular Patrol activities.
- Plans and leads Patrol meetings and activities. Prepares a meeting agenda in advance. Unless delegated to the Patrol Scribe, take attendance and record the decisions made and actions to be taken as decided at the meeting.
- Maintain a calendar of Patrol meetings scheduled three-months in advance (add a month at the end of each month).
- Keep Patrol members informed via a written (emailed) summary of upcoming events, opportunities, requests or requirements for upcoming activities or meetings, schedule of upcoming Troop and Patrol activities, and other information of use to the Scout or their parents. Copy the ASM - Venture and SPL.
- Represents his patrol at all Patrol Leaders' council meetings and the program planning conference(s). If unable to attend, inform the SPL and arrange to have a substitute to represent the Patrol at these meetings.
- Prepare in advance of each PLC meeting a report of Patrol meetings and participation, as well as observations and recommendations from the Patrol as regards the Troop's activities since the last PLC meeting.
- Prepare the Patrol to participate in all Troop activities. Arrange for Patrol to have Campout and Campfire duties/participation prepared and practiced.
- Prepare and post a duty roster and tenting assignments in advance of departure for campouts. Assure these duties are being carried out to the best of the ability of Patrol members. If not, seek guidance from the SPL or ASM - Venture.
- Works with other Troop leaders to make the troop run well.
- Get to know the abilities of each Patrol member. Use Patrol member's strengths to help shore up other member's weaknesses.
- Sets a good example.
- Wears the Scout uniform correctly and proudly.
- Lives by the [Scout Oath](#) and [Law](#).
- Shows and develop Patrol spirit. Seek every opportunity to demonstrate it.
- Is expected to attend a majority of Troop weekly meetings and at least 4 of 6 major monthly Troop events/campouts, unless excused by the Scoutmaster.
- Works with for transition and trains their successor as Venture Patrol Leader.

 /  **Troop Guide** (multiple possible)

The [Troop Guide](#) works with new Scouts. He helps them feel comfortable and earn their [First Class in their first year](#). He teaches basic Scout skills and works with the Patrol Leaders at [Patrol Leaders' Council](#) meetings. Serving as Guide can apply towards **Positions of Responsibility** requirements for [Eagle](#) in a Boy Scout [Troop](#). Reports to and is mentored by an [Assistant Scoutmaster](#) for New Scouts (Mr. Evans) and the ASPL for New Scouts (if one is appointed).

Responsibilities

- Introduces new Scouts to [Troop](#) operations.
- Guides new Scouts from harassment by older Scouts.
- Helps new Scouts earn Scout and Tenderfoot by their first Summer Camp and [First Class](#) rank in their first year.
- Teaches basic Scout skills. Assists with New Scout programs at Troop meetings and Campouts.
- Attends [Patrol Leaders' Council](#) meetings.
- Assists the [Assistant Scoutmaster](#) for New Scouts with Trail to First Class training.
- Counsels individual Scouts on Scouting challenges.
- Sets a good example.
- Enthusiastically and [correctly wears the Scout uniform](#) (all four parts).
- Lives by the [Scout Oath](#) and [Law](#).
- Shows [Scout spirit](#). Seeks opportunities to teach and demonstrate it.
- Works with for transition and trains their successor as Troop Guide.

**[Assistant Patrol Leader](#)** (one per Patrol)

The [Assistant Patrol Leader](#) is appointed by the Patrol Leader and leads the Patrol in his absence. He represents his Patrol at Patrol Leaders' Council meetings when the Patrol Leader cannot attend. When assuming the leadership of the Patrol he has the same responsibilities as the Patrol Leader as outlined above. *The [Assistant Patrol Leader](#) position **does not** count towards leadership requirements for [Star](#), [Life](#), or [Eagle](#).*

 /  **Quartermaster**

The [Quartermaster](#) keeps track of [Troop](#) equipment and sees that it is in good working order. He keeps records on [Patrol](#) and [Troop](#) equipment, makes sure equipment is in good working condition, and issues equipment and makes sure it is returned in good condition. (Appointed by the [SPL](#))

Serving as Quartermaster can apply towards **Positions of Responsibility** requirements for [Eagle](#) in a Boy Scout [Troop](#). Reports to ASPL for Quartermaster (if appointed) and ASM - Adult Quartermaster. Mentored by the adult Quartermaster.

### Responsibilities

- Keeps records on [Patrol/Troop](#) equipment.
- Makes sure equipment is in good working condition.
- Issues equipment and makes sure it is returned in good condition.
- Follow procedures for the Troop's campout departure and arrival.
- Help the Adult Quartermaster make sure the required and requested equipment and consumables are stocked and/or loaded for Troop campouts and events.
- Prepare in advance of each PLC meeting a report of Quartermaster activities, as well as observations and recommendations from the Quartermaster as regards the Troop's activities since the last PLC meeting.
- Trains the Patrol Quartermasters and works with for transition and trains his successor as Quartermaster.
- Makes suggestions for new or replacement items.
- Works with the Troop Committee to propose and request new equipment.
- Sets a good example.
- Enthusiastically and [correctly wears the Scout uniform](#) (all four parts).
- Lives by the [Scout Oath](#) and [Law](#).
- Shows [Scout spirit](#)
- Is expected to attend a majority of Troop weekly meetings and at least 4 of 6 major monthly Troop events/campouts, unless excused by the Scoutmaster.



### Scribe

The [Scribe](#) keeps the [Troop](#) records. He records the activities of the [Patrol Leaders' Council](#) and keeps a record of dues and Scout attendance at troop meetings. (Appointed by the [SPL](#)). Reports to SPL or [Assistant Senior Patrol Leader](#) for Scribe (if appointed), and mentored by Scribe Coach (Mrs. Linscott).

### Responsibilities

- Attends and keeps a log of Patrol Leaders' Council meetings. Makes sure that decisions and actions discussed and approved by the PLC are communicated swiftly and completely to the Patrol Leaders and the Troop Adult volunteers.
- Records individual Scout attendance and dues payments. Makes Patrol Leaders aware of Scouts who have dues deficiencies within their Patrol.



- Works with the Troop Committee member responsible for Scribe.
- Makes payments and reimbursements on campouts and events where money is available to do so.
- Trains the Patrol Scribes and works with for transition and trains his successor as Scribe.
- Sets a good example.
- Enthusiastically and [correctly wears the Scout uniform](#) (all four parts).
- Lives by the [Scout Oath](#) and [Law](#).
- Shows [Scout spirit](#)
- Is expected to attend a majority of Troop weekly meetings and at least 4 of 6 major monthly Troop events/campouts, unless excused by the Scoutmaster.

### [Historian](#)

The [Historian](#) preserves [troop](#) photographs, news stories, trophies, flags, scrapbooks, awards, and other memorabilia. (Appointed by the [SPL](#)) Serving as Historian can apply towards **Positions of Responsibility** requirements for [Eagle](#) in a Boy Scout [Troop](#).

Reports to [Assistant Senior Patrol Leader](#). Mentored by Mr. Lavine

#### Responsibilities

- Gathers pictures and facts about Troop activities and keeps them in a historical file, physical or digital/online scrapbook.
- Takes care of Troop trophies, ribbons, and souvenirs of Troop activities.
- Keeps information about former Eagle Scouts in the Troop.
- Writes and provides to their mentor or the Adult Newsletter Editor a summary report/article with photos for each major Troop campout or event within 7 days of the activity.
- Prepares an annual presentation and display of Troop history for the District Camporee competition.
- Works with for transition and trains their successor as Historian.
- Sets a good example.
- Enthusiastically and [correctly wears the Scout uniform](#) (all four parts).
- Lives by the [Scout Oath](#) and [Law](#).
- Shows Scout spirit.



### Librarian

The [Librarian](#) oversees the care, use and availability of the [Troop](#) printed and digital resources, including books, pamphlets, magazines, audiovisuals, and [merit badge counselor](#) lists. This includes Program Planning and Training materials. Appointed by the [SPL](#). Reports to [Assistant Senior Patrol Leader](#). Mentored by Mrs. Evans.

#### Responsibilities

- Sets up and takes care of a Troop library.
- Keeps records of books and pamphlets owned by the Troop.
- Promotes the availability of and encourages use of the Library materials.
- Adds new or replacement items as needed.
- Keeps books and pamphlets available for borrowing.
- Keeps a system for checking hard-copy materials in and out, and follows up on late returns.
- Tracks usage of digital materials.
- Set a good example.
- Enthusiastically and [correctly wears the Scout uniform](#) (all four parts).
- Works with for transition and trains their successor as Librarian.
- Lives by the [Scout Oath](#) and [Law](#).
- Shows [Scout spirit](#)



### Chaplain Aide

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 emblems program. Appointed by the [SPL](#). Mentored by Mr. Sluder.

Reports to [Assistant Senior Patrol Leader](#).

#### Qualifications

The chaplain aide must:

- Be mature and sensitive, and have earned the respect and trust of his fellow Scouts.
- Be at least a [First Class Scout](#).
- Have received or be working on the requirements leading to the age-appropriate religious emblem for his faith.

### Responsibilities

- Assists the Troop [chaplain](#) with religious services at troop activities.
- Encourages Troop members to strengthen their own relationships with God through personal prayer and devotion and participation in religious activities appropriate to their faith.
- Tells Scouts about the [Religious Emblems](#) program for their faith.
- Helps recognize Troop members who receive their religious emblems, (such as at a [court of honor](#)).
- Makes sure religious holidays are considered during the Troop program planning process.
- Helps plan for religious observance on Troop campouts and activities.
- Encourages saying grace at meals while camping or at other activities.
- Helps promote annual [Scout Sunday or Scout Sabbath](#).
- Sets a good example.
- Works with for transition and trains their successor.
- Enthusiastically and [correctly wears the Scout uniform](#) (all four parts).
- Lives by the [Scout Oath](#) and [Law](#).
- Shows [Scout spirit](#)
- Is expected to attend a majority of Troop weekly meetings and at least 4 of 6 major monthly Troop events/campouts, unless excused by the Scoutmaster.



### Instructor

The [Instructor](#) teaches Scouting skills in a specific area, such as First Aid, Climbing, Swimming or Pioneering. Appointed by the SPL in consultation with the Scoutmaster to assure qualification in the area of instruction. Reports to [Assistant Senior Patrol Leader](#). Mentored by the Scoutmaster or another designated adult.

### Responsibilities

- Teaches Scouting skills in a Troop.
- Maintains training and certifications in area of instruction while serving in this position.
- Coordinates or works with program Patrol or Troop Guides and new Scout ASM to teach skills to new Scouts.
- Sets a good example.
- Works with for transition and trains their successor.
- Enthusiastically and [correctly wears the Scout uniform](#) (all four parts).

- Lives by the [Scout Oath](#) and [Law](#).
- Shows [Scout spirit](#)

## [Den Chief](#)

The [Den Chief](#) works with the [Cub Scouts](#), [Webelos Scouts](#), and [Den Leaders](#) in the [Cub Scout Pack](#). Helps Cub Scouts advance through Cub Scout ranks and encourages Cub Scouts to join a Boy Scout [Troop](#) upon graduation. Serving as Den Chief can apply towards **Positions of Responsibility** requirements for [Eagle](#).

### Request, selection and approval

The position of Den Chief serves at the request of the [Cubmaster](#).

He is selected by the [Senior Patrol Leader](#) and [Scoutmaster](#). He is approved by the [Cubmaster](#) and the [Pack Committee](#) for recommendation to the [Den Leader](#). The **Den Chief** helps [Cub Scouts](#) advance through Cub Scout ranks and encourages Cub Scouts to join a Boy Scout [Troop](#) upon graduation.

Reports to [Cub Scout Den Leader](#) AND [Assistant Senior Patrol Leader](#). Mentored by Den Leader and a designated T1000 adult.

Qualifications: A Den Chief must be an older registered member of a Boy Scout Troop. Must complete the BSA Den Chief Training (online or in person) before beginning term at Den Chief.

### Responsibilities

- Knows the purposes of Cub Scouting.
- Helps [Cub Scouts](#) achieve the purposes of Cub Scouting.
- Serves as the activities assistant at Den meetings.
- Sets a good example through attitude and uniforming.
- Is a friend to the boys in the Den.
- Helps lead weekly Den meetings.
- Helps the Den in its part of the monthly Pack meeting.
- Knows the importance of the monthly theme and Pack meeting plans.
- Meets regularly with the Den Leader to review Den and [Pack meeting](#) plans. Meets as needed with adult members of the Den, Pack, and Troop.
- Receives training from the Den Leader (and Cubmaster or [Assistant Cubmaster](#)) and attends [Den Chief Training](#).
- Encourages Cub Scouts to become [Webelos Scouts](#) when they are eligible.
- Encourages Cub Scouts to join a [Boy Scout Troop](#) upon graduation.

- Helps the [Denner](#) and Assistant Denner to be leaders.
- Enthusiastically and [correctly wears the Scout uniform](#) (all four parts).
- Lives by the [Scout Oath](#) and [Law](#).
- Shows [Scout spirit](#)



### **Junior Assistant Scoutmaster**

The [Junior Assistant Scoutmaster](#) (JASM) 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. In Troop 1000 to be considered for JASM a Scout must have shown leadership in the Troop or Community as well as have achieved the Rank of Eagle.

A JASM becomes a member of the ASM's Buffalo Patrol, but must camp with their original Patrol. The Junior Assistant Scoutmaster while functioning as an Assistant Scoutmaster follows all BSA youth policies regarding two-deep adult leadership, sleeping quarters, driving, etc.

Reports to [Scoutmaster](#)

#### Responsibilities

- Functions as an [Assistant Scoutmaster](#).
- Performs duties as assigned by the Scoutmaster.
- Sets a good example.
- Enthusiastically and [correctly wears the Scout uniform](#) (all four parts).
- Lives by the [Scout Oath](#) and [Law](#).
- Shows [Scout spirit](#)



### **Order of the Arrow Representative**

The [Order of the Arrow Representative](#) is a youth liaison serving between the local [Order of the Arrow](#) (OA) lodge or chapter and his [Troop](#). In his unit, he helps meet the needs of the unit and will serve as a communication and programmatic link to and from Arrowmen, adult leaders and Scouts who are not presently members of the Order. Appointed by the [SPL](#).

#### Responsibilities

- Attends Troop and Chapter or Lodge meetings regularly as a youth representative of the Troop and Order.
- Serves as a two-way communication link between the Troop and the Lodge or Chapter.

- Arranges with the Lodge or Chapter election team to conduct an annual Order of the Arrow election for the Troop at a time approved by the Patrol Leaders Council.
- Arranges with the Lodge or Chapter for at least one camp promotion visit to the Troop annually.
- Makes at least one high adventure presentation to the Troop, to include the OA programs, annually.
- As requested by the SPL, participates in Troop Courts of Honor by recognizing: high adventure participation of Troop members, induction of new OA members, changes in OA honors of Troop members, leadership of Troop members, and other appropriate activities.
- Coordinates the Ordeal Induction process for newly elected candidates by: ensuring they know the time and location of the Ordeal, providing information of what to bring to the Ordeal, assisting (as needed) in arranging transportation to the Ordeal, and offering assistance (as needed) to the Lodge in the Ordeal process.
- Assists current Ordeal members in the Troop in sealing their membership by becoming Brotherhood members by: ensuring they know the time and location of Brotherhood opportunities, assisting (as needed) in arranging transportation to the Brotherhood opportunities, and offering assistance to the Lodge (as needed) in the Brotherhood process. He may also, at the discretion of the PLC, offer periodic training and discussions of OA principles, symbolism, and the Legend as needed by and appropriate for the Troop members of the Order.
- Leads at least one Troop service project for the community or charter partner during the year. May also serve, at the discretion of the PLC, as the Troop's service chairman.
- Assists the Troop (as appropriate) as a trainer of leadership and outdoor skills.
- In all cases, advocates environmental stewardship and Leave No Trace camping.
- Works with for transition and trains their successor.
- Sets a good example by: wearing the Scout uniform correctly, showing Scout spirit, and living by the Scout Oath, the Scout Law and the OA Obligation.



### Webmaster

The Troop Webmaster establishes and maintains a safe and secure Troop website. He ensures that the Troop website is a positive reflection of Scouting for the public. He works with the Scribe and other Junior Leaders to manage the Troop's electronic communication tools.

The Troop webmaster is responsible for assisting the Adult Webmaster in maintaining the Troop's website. He should make sure that information posted on the website is correct and up to date and that members' and leaders' privacy is protected. The Webmaster is appointed by the Scoutmaster and mentored by the Adult Webmaster, Mrs. Evans.

### Responsibilities

- Works with various unit members on needed topics. Aids Historian on maintaining Troop History in digital form & Troop Librarian on maintaining Troop Library resources on the Website.

- Ensures the Website is as youth-run as possible
- Helps out Adult Webmaster with Website where needed.
- Sets a good example
- Enthusiastically and [correctly wears the Scout uniform](#) (all four parts).
- Shows Scout spirit
- Works with for transition and trains their successor.

#### Adult support

A Troop committee may appoint an Adult Webmaster to be in charge of the group's Website. This is however not an official committee position. He/she works with the youth Webmaster on what's going on in the unit. The term is as long as needed; until a new Webmaster can take his place.



#### [Outdoor Ethics Guide](#)

The outdoor ethics guide helps the Troop plan and conduct an outdoor program that emphasizes effectively practicing the principles of outdoor ethics. The Guide works to help Scouts improve their outdoor ethics decision-making skills to help minimize impacts as they participate in outdoor activities. He supports Scouts who are working to complete the relevant requirements for the Tenderfoot, Second Class, and First Class ranks.

The Outdoor Ethics Guide specializes in teaching Leave No Trace and Tread Lightly! principles and ensures that the Troop follows the principles of Leave No Trace and Tread Lightly! on all outings such as camping and other outdoor activities.

He should have a thorough understanding of and commitment to Leave No Trace and Tread Lightly!. Ideally, he should have completed Leave No Trace training or Tread Lightly! training as well as earned both the Camping and Environmental Science merit badges. Appointed by the SPL in consultation with the Scoutmaster. Mentored by Mr. Tope.

He can also help Scouts earn the Leave No Trace or Outdoor Ethics awards. He should have a thorough understanding of and commitment to Leave No Trace and Tread Lightly.

#### Qualifications (being revised for 2016)

- The Senior Patrol Leader may appoint a Scout, 14 years or older who has successfully completed the official 16-hour Leave No Trace Trainer training course, to serve as the Troop Leave No Trace Trainer.
- A Scout under the age of 14, or who has not completed Leave No Trace Trainer training, may serve as an *instructor* teaching Leave No Trace skills until he obtains the necessary training.



## Bugler

The [Bugler](#) should be able to make appropriate bugle calls, as requested, at troop activities. (Appointed by the [SPL](#)) Serving as Bugler can apply towards **Positions of Responsibility** requirements for [Star](#) and [Life](#) but **not** [Eagle](#).

Reports to [Assistant Senior Patrol Leader](#).

### Responsibilities

- Makes appropriate bugle calls, as requested, at Troop activities.
- Set a good example.
- Enthusiastically and correctly wears the Scout uniform (all four parts).
- Lives by the Scout Oath and Law.
- Shows Scout spirit
- Works with for transition and trains their successor.
- Is expected to attend a majority of Troop weekly meetings and at least 4 of 6 major monthly Troop events/campouts, unless excused by the Scoutmaster.

### Notes:

1. Bugler may play a trumpet instead of a bugle.
2. Serving as Bugler is a requirement for [Bugling](#) Merit Badge, and therefore Troop 1000 will give preference for this position to a Scout working on or wishing to work in this Merit badge.
3. Being able to play a bugle or trumpet can be used towards requirement 1 of [Music](#) Merit Badge: *Sing or play a simple song or hymn chosen by your counselor using good technique, phrasing, tone, rhythm, and dynamics. Read all the signs and terms of the score.*

## Musician

Boy Scouts who are members of bands, drill teams, or drum and bugle corps affiliated with a unit or a [local council](#) may also wear the musician badge special insignia.

### **Ranks requiring a Positions of Responsibility**

- [Star Rank](#) #5 *"While a First Class Scout, serve [actively](#) 4 months in one or more of the following positions..."*
- [Life Rank](#) #5 *"While a Star Scout, serve [actively](#) 6 months in one or more of the positions of responsibility..."*
- [Eagle Scout Rank](#) #4 *"While a Life Scout, serve [actively](#) for a period of 6 months in one or more of the following positions of responsibility..."* (reduced list – only those with Eagle Symbol)