

## Position Expectations

Position	Expectations
ALL	<ul style="list-style-type: none"><li>• Attend 75% of troop meetings and Courts of Honor</li><li>• Attend 75% of outings (campouts, etc)</li><li>• Be the first with your "sign's up"</li><li>• Be a role model</li><li>• Wear your badge of position, and remove it when your term is over</li><li>• Work with your Assistant Scoutmaster:<ul style="list-style-type: none"><li>- Have at least one "touch base" meeting to discuss:<ul style="list-style-type: none"><li>* status of your goals</li><li>* what you're doing well and what you could do better</li></ul></li><li>- At the end of your term, explain why you think you successfully completed your position (this will be a separate meeting <i>prior</i> to the Scoutmaster Conference)</li></ul></li><li>• Enthusiastically wears the Scout uniform correctly</li></ul>
SPL	<ul style="list-style-type: none"><li>• Run the troop meetings. Arrives early to direct setup.</li><li>• Run the Courts of Honor. Pick Scouts ahead of time to help. Ideally lead a practice session.</li><li>• Run the PLC meetings:<ul style="list-style-type: none"><li>- Attend all of them</li><li>- Remind PLC members of meetings</li><li>- Assign people to Action Items (so everyone knows who's doing what)</li><li>- Send meeting agendas after each PLC meeting to all PLC members</li><li>- ASPLs should be able to run troop meetings using only the agendas</li></ul></li><li>• Set up a "calling tree" for troop messages</li><li>• Let the ASPLs know when you won't be at a meeting or outing</li><li>• Attend ALL Courts of Honor</li><li>• Become an ASPL during the next term</li><li>• Delegate work to PLC members.</li><li>• Know WHAT needs to be done so you can decide WHO should do it</li><li>• Perform at least one uniform inspection</li></ul>
ASPL	<ul style="list-style-type: none"><li>• Attend all PLC meetings</li><li>• Attend ALL Courts of Honor</li><li>• Let the SPL know when you won't be at a meeting or outing</li><li>• Run at least one troop meeting</li></ul>

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<b>Troop Guide</b>	<ul style="list-style-type: none"><li>• Help all new Scouts advance to Tenderfoot by their first May Court of Honor</li><li>• Help all 2nd years advance to First Class by their second May Court of Honor</li><li>• Hold at least 2 patrol meetings or activities outside of troop meetings</li><li>• Represent patrol in PLC meetings</li><li>• Set up a "calling tree" in the patrol</li><li>• Let the SPL know when you won't be at a meeting or outing</li><li>• Let the other Troop Guide(s) know when you won't be at a meeting or outing</li><li>• Mentor your Patrol Leader(s) on how to lead</li><li>• Have a Patrol flag</li><li>• Make sure patrol does cleanup on assigned weeks</li></ul>
<b>Patrol Leader</b>	<ul style="list-style-type: none"><li>• Represent patrol in PLC meetings</li><li>• Hold at least 2 patrol meetings or activities outside of troop meetings</li><li>• Set up a "calling tree" in the patrol</li><li>• Pick an Assistant Patrol Leader</li><li>• Let the SPL know when you won't be at a meeting or outing</li><li>• Let your Assistant Patrol Leader know when you won't be at a meeting or outing</li><li>• Have a Patrol flag</li><li>• Make sure patrol does cleanup on assigned weeks</li></ul>
<b>Quartermaster</b>	<ul style="list-style-type: none"><li>• Track what equipment (tent, dining fly, etc.) is given to each person, and when it returns</li><li>• Ensure all equipment is returned in working order</li><li>• Work with the troop adult Quartermaster to replace equipment as needed</li><li>• Work with the troop adult Quartermaster to ensure all patrol equipment is labeled</li></ul>
<b>Scribe</b>	<ul style="list-style-type: none"><li>• Take attendance at all troop meetings and Courts of Honor</li><li>• Take attendance at other events as requested by the Scoutmaster</li><li>• Record action items at the monthly PLC meetings</li><li>• In you are not able to take attendance or notes, find someone else who will do it in your absence</li><li>• Send electronic attendance records to the Scoutmaster at least twice:<ul style="list-style-type: none"><li>- In the middle of your term</li><li>- At the end of your term</li></ul></li></ul>
<b>Chaplain Aide</b>	<ul style="list-style-type: none"><li>• Give invocations at Courts of Honor</li><li>• Give invocations at other events as requested by the Scoutmaster</li><li>• Lead the troop in reflection at campouts</li><li>• Encourage Scouts to work on religious awards</li></ul>
<b>Bugler</b>	<ul style="list-style-type: none"><li>• Play reveille and taps at campouts</li><li>• Play at Courts of Honor as requested by the Scoutmaster</li><li>• Play at other events as appropriate</li></ul>

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<b>OA Representative</b>	<ul style="list-style-type: none"><li>• Attend 75% of the monthly OA meetings.</li><li>• Find another Scout to attend in your absence.</li><li>• Inform the troop of upcoming OA events</li><li>• Help with OA elections</li><li>• Encourage OA candidates to attend their Ordeal, and for OA members to become Brotherhood</li></ul>
<b>Historian</b>	<ul style="list-style-type: none"><li>• Write a summary of 75% of the troop outings</li><li>• Produce a (physical) photo album at the end of your term. The troop will reimburse you as needed.</li><li>• Encourage others to have pictures posted on the troop web page</li><li>• Work with the appropriate adult leader to ensure we have "mug shot" pictures all Scouts and leaders</li></ul>
<b>Librarian</b>	<ul style="list-style-type: none"><li>• Keep track of all troop reading material (e.g., merit badge pamphlets, books, etc.), including:<ul style="list-style-type: none"><li>- Who borrowed it</li><li>- When it was returned. Follow up on late returns.</li></ul></li><li>• Ensure all merit badge pamphlets are up to date</li><li>• Let the Scouts know they should see you to borrow something</li></ul>
<b>Webmaster</b>	<ul style="list-style-type: none"><li>• Work with the troop adult webmaster to ensure the troop web site is kept up to date.</li></ul>
<b>Leave no Trace</b>	<ul style="list-style-type: none"><li>• Ensure all Scouts know enough about Leave no Trace to pass the requirements for Second and First class</li><li>• Suggest ways for the troop to practice Leave no Trace</li></ul>
<b>Instructor</b>	<p>Firem'n Chit:</p> <ul style="list-style-type: none"><li>• Pass the Firem'n Chit test</li><li>• Teach other Scouts about Firem'n Chit</li><li>• Test other Scouts in Firem'n Chit</li><li>• Suggest how the troop can implement Firem'n Chit on an on-going basis (only needed once)</li></ul> <p>E.D.G.E. method:</p> <ul style="list-style-type: none"><li>• Ensure all Scouts know enough about the E.D.G.E. method to pass the Tenderfoot and Life E.D.G.E. requirements</li><li>• Suggest how the troop can teach E.D.G.E on an on-going basis (only needed once)</li></ul>
<b>Den Chief</b>	<ul style="list-style-type: none"><li>• Attend 75% of all Den meetings and as many Den / Pack outings as possible</li><li>• Help Cub Scouts advance</li><li>• Encourage your Cub Scouts to visit and join a Boy Scout Troop</li></ul>