

Troop 74 Leadership Position Expectations

General Notes:

- All positions will be 6-months in term except for Chaplain's Aide
- Term 1 will cover July – Dec and Term 2 will cover Jan – June
- ASPL will become SPL in the following term
- Assistant Patrol Leaders will become Patrol Leaders in the following term
- Since Assistant Patrol Leader is not an official position that counts toward rank advancement, APL's may also hold another leadership position at the same time (i.e. Scribe, Webmaster, Librarian...)

Senior Patrol Leader (SPL)

- Attend all Monday night scout meetings (exceptions can be made with advanced planning)
- Attend all campouts (one exception can be made if planned in advance)
- Attend all monthly Patrol Leader's Council meetings
- Communicate with Patrol Leaders
- SPL in the Jan-June term of the the year must go to summer camp

Assistant Senior Patrol Leader (ASPL)

- Attend all Monday night scout meetings (exceptions can be made with advanced planning)
- Attend all campouts (one exception can be made if planned in advance)
- Attend all monthly Patrol Leader's Council meetings
- Backup for SPL when he's not available
- ASPL in the Jan-June term of the year must go to summer camp
- Fill in for Patrol Leaders when they one is absent

Patrol Leader

- Attend all Monday night scout meetings (exceptions can be made with advanced planning)
- Attend all campouts (one exception can be made if planned in advance)
- Attend all monthly Patrol Leader's Council meetings
- Patrol Leader in the Jan-June term of the year must go to summer camp
- Plan all campout meals for their patrol
- Communicate with patrol members regarding patrol-specific topics (campout menus, patrol specific outings...)
- Lead patrol service projects (every patrol will be assigned two months of the year)

Assistant Patrol Leader

NOTE: This is not an official position that counts for rank advancement. It is a preliminary position before becoming Patrol Leader.

- Attend majority of Monday night scout meetings
- Attend majority of campouts
- Attend monthly Patrol Leader's Council meetings if Patrol Leader is not available.
- Assistant Patrol Leader in the Jan-June term of the year must go to summer camp
- Fill in for Patrol Leader whenever he is not available.

Troop Guide

- This position is intended for an older scout
- Responsible for helping new scouts achieve initial ranks (Scout, Tenderfoot, 2nd Class)
- Attend majority of Monday night scout meetings
- Attend monthly Patrol Leader's Council meetings
- Lead weekend training sessions for new scouts
- Attend at least half of campouts

Jr. Assistant Scoutmaster

- At least 16 years old
- Appointed by Scoutmaster
- Helps Scoutmaster with specific projects and responsibilities
- Help communicate with Cub Scout packs

Quartermaster

- Keep quartermaster's hut organized
- Keep chuck boxes stocked with all required items
- Reconfigure chuck boxes in May for summer camp
- Maintenance of all equipment (cleaning after cooking meetings, etc...)
- Clean chuck boxes every 6 months
- Attend monthly Patrol Leader's Council meetings
- Lead scout hut cleanup (inside and outside) at least once every 6 months
- Attend meetings after every campout to store all used equipment

OA Representative

- Attend all monthly Phoenix chapter OA meetings
- Participate in OA events
- Lead OA elections and follow-thru on ordeal sign-ups
- Communicate OA chapter information to all Troop OA Arrowmen
- Attend monthly Patrol Leader's Council meetings

Webmaster

- Make all website updates
- Maintain online calendar
- Attend monthly Patrol Leader's Council meetings

Scribe

- Send troop email communications
- Maintain troop email system (MailChimp)
- Attend monthly Patrol Leader's Council meetings
- Create minutes at all PLC meetings and distribute to leadership

Chaplain's Aide

- Prayer's at all Court of Honor ceremonies
- Manage troop's participation in Scout Sunday
- Brief benediction at all weekly scout meetings
- Communicate to troop any opportunities for religious emblem opportunities
- Attend monthly Patrol Leader's Council meetings

Librarian

- Maintain library of merit badge books
- Upload and update all online documents on troop website
- Maintain up-to-date list of health form status for all scouts
- Attend monthly Patrol Leader's Council meetings
- Maintain current roster of all scout leadership positions
- Create and update leadership position posters/signage in scout hut

Historian

- Keep all adventure base and scout camp pictures in scout hut up to date
- Take pictures and collect photos of all scout events throughout the year
- Write history of Troop 74 for website and for reading at Courts of Honor
- Keep Eagle Honor Roll board up to date in the scout hut
- Maintain list of all Troop 74 Eagle Scouts on troop website
- Create displays in scout hut containing Troop 74 memorabilia and artifacts
- Attend monthly Patrol Leader's Council meetings

Bugler

- Play bugle as appropriate at all weekly scout meetings
- Organize and lead all flag retirement ceremonies for the troop
- Play taps at all flag retirement ceremonies participated in by the troop
- Attend scout camp to play reveille, taps and all flag raising/lowering calls

Den Chief

- Attend all Cub Scout den meetings for the den you're assigned to
- Attend all Cub Scout pack meetings for the pack you're working with
- Play an active role in instructing Cub Scouts in their rank advancement and skill awards

Leave No Trace Trainer

- Attend all campouts and lead camp site clean up
- Lead one training session for the troop on Leave No Trace principles
- Keep track of and help all scouts earn the Leave No Trace achievement award
- Hand out Leave No Trace achievement awards at all Courts of Honor
- Lead one conservation service project and help scouts and troop earn the Good Turn Conservation award

Instructor

- Work with SPL and Scoutmaster to identify training opportunities
- Create and deliver at least 2 training sessions for the troop during weekly scout meetings
OR
Organize and participate in the delivery of at least one merit badge class
OR
Organize and participate in the delivery of at least one weekend skill instruction clinic