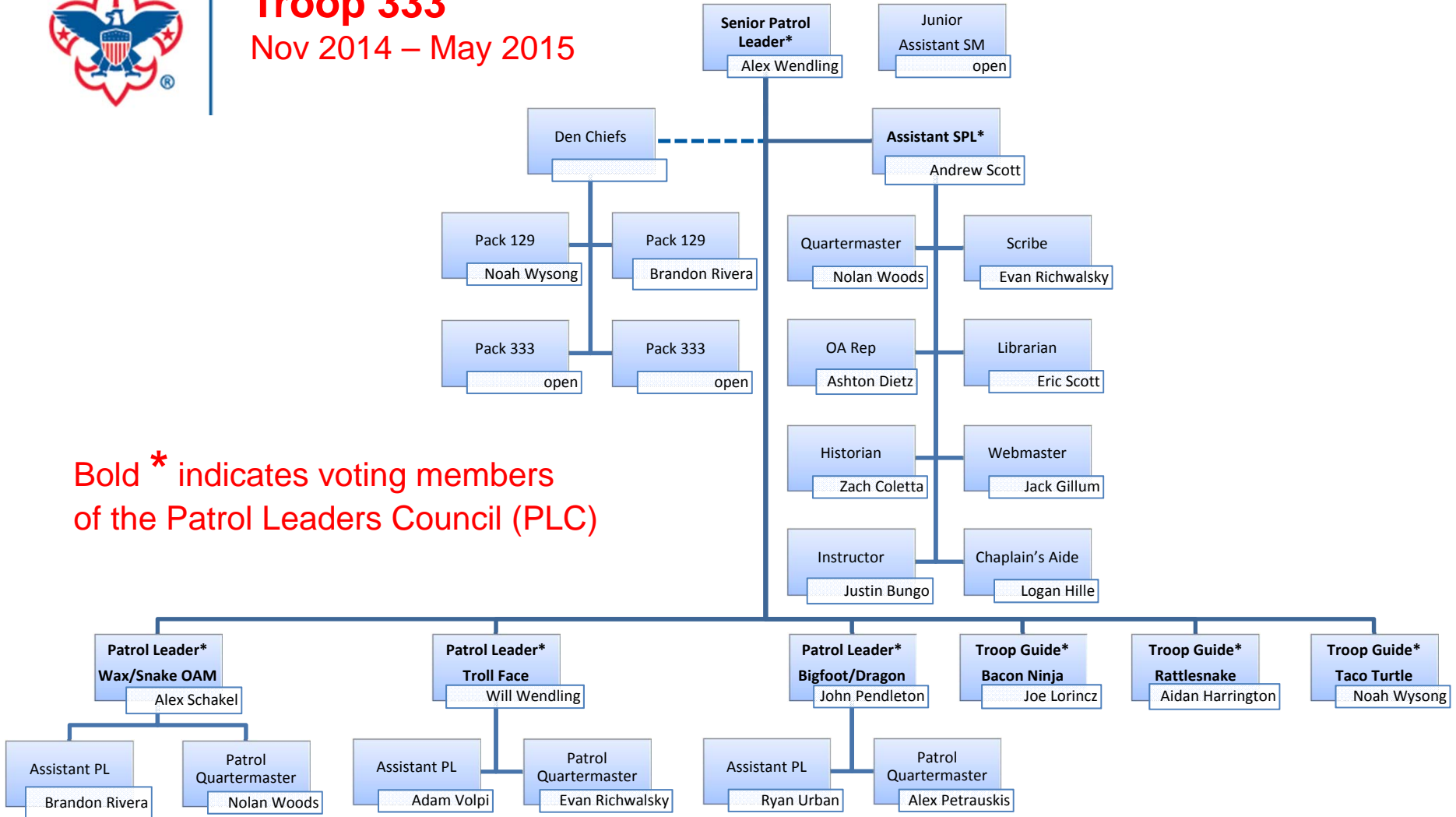




Troop 333

Nov 2014 – May 2015



Bold * indicates voting members of the Patrol Leaders Council (PLC)





Job Expectations: All Youth Positions

- **Set a good example (language, behavior).**
 - Live by the Scout Oath and the Scout Law.
 - Wear your Scout uniform correctly.
 - Show and help develop Scout spirit.
- **Serve actively.**
 - Develop a vision of success and associated goals for your office or job.
 - Devote the time necessary to handle the responsibilities of the position.
 - Work with other troop leaders to make the troop successful.
 - Provide updates on progress towards goals during each PLC (or troop committee meeting).
 - Discuss your service and goals during your next scoutmaster conference.
- **Learn.**
 - Continue with your own advancement and performance in school while serving the troop.
 - Participate in Introduction to Leadership Skills for Troops (ILST)
 - Attend NYLT (National Youth Leadership Training) if you have not already done so (if ≥ 13 years-old and First-class).
 - Complete other job-specific training as appropriate (LNT trainer, Den Chief, etc).

Prepared. For Life.™





Job Expectations: SPL

- Agree on a written vision of success for his term of office and a plan to get there.
- Lead all troop meetings, events, activities, and annual program planning conference.
- Lead the PLC (Patrol Leaders' Council) to plan all troop activities.
- Appoint Scout youth leaders with the advice and consent of the Scoutmaster.
- Assign duties and responsibilities to other Scouts.
- Work with the Scoutmaster in training Scouts as leaders.
- Set and enforce the tone for good behavior within the troop.





Job Expectations: ASPL

- Be responsible for training and giving direct leadership to other Scout leaders: scribe, librarian, quartermasters, chaplain's aide, etc.
- Help lead meetings and activities as called upon by the SPL.
- Guide the troop in the SPL's absence.
- Perform tasks assigned by the senior patrol leader.
- Function as a member of the PLC.
- Help set and enforce the tone for good Scout behavior within the troop.





Job Expectations: PL

- Plan and lead patrol meetings and activities.
- Keep the members of your patrol informed.
- Assign each patrol member needed tasks and help them succeed.
- Represent the other members of your patrol at all PLC meetings and the annual program planning conference.
- Prepare the patrol to take part in all troop activities.
- Show and help develop patrol spirit.
- Work with other leaders to make the troop run well.
- Know the abilities of other patrol members and other leaders.





Job Expectations: APL

- Help the PL plan and lead patrol meetings and activities.
- Help the PL keep patrol members informed.
- Help the PL prepare the patrol to take part in all troop activities.
- Lead the patrol in the PL's absence.
- Show and help develop patrol spirit.
- Represent the other members of your patrol at PLC meetings in the PL's absence.
- Work with other leaders to make the troop run well.





Job Expectations: Troop Guide

- Introduce new Scouts to troop operations.
- Guide new Scouts through early Scouting activities.
- Help set the tone for and enforce good behavior within the troop.
- Ensure older Scouts never harass or bully new Scouts.
- Help new Scouts earn First Class in their first year.
- Coach the PL of the new-Scout patrol on his duties.
- Attend PLC meetings with the PL of the new-Scout patrol.
- Assist the scoutmasters with training.
- Coach individual Scouts on any challenges they face.





Job Expectations: Scribe

- Take notes at the Patrol Leaders Council, including troop meeting agendas created by the PLC, and provide copies of these notes when asked.
- Record attendance at meetings, events, and activities.
- Be responsible for sign-up sheets for campouts, outings, and other events. Record payment of camping fees.
- Record advancement in troop records and on the troop advancement chart.
- Work with the adult troop committee members who are responsible for finance, records, and advancement.
- Handle correspondence appropriately.





Job Expectations: Quartermaster

- Keep an inventory of patrol and troop equipment, including information about its condition and location.
- Keep equipment in good repair.
- Keep equipment storage area neat and clean.
- Issue equipment and see that it is returned in good order.
- Suggest new or replacement items.
- Work with the adult troop committee member that is responsible for equipment.





Job Expectations: Webmaster

- Establish and/or maintain a troop website.
- Following each PLC, update the troop website to reflect decisions and plans made by the Patrol Leaders Council.
- Ensure that information posted on the website is correct and up-to-date.
- Ensure that the privacy of the members of the troop is protected.
- Train the members of the troop where information can be found and how to navigate the troop website.
- Work with the adult troop committee member who is responsible for communication or web-presence.





Job Expectations: Librarian

- Establish and maintain a troop library including merit badge pamphlets, handbooks, and other publications.
- Keep records on literature owned by the troop.
- Add new or replacement items as needed.
- Have literature available for borrowing at troop meetings.
- Maintain a system to check literature in and out.
- Follow up on late returns.





Job Expectations: Historian

- Gather photos and facts about past activities.
- Create and maintain scrapbooks, wall displays, trophy cases.
- Maintain information about troop alumni.
- Work with the Webmaster to publish and archive this material as appropriate.





Job Expectations: Instructor

- Determine the training needs of the troop, patrols, and individual scouts.
- Develop lesson plans to fulfill these training needs.
- Present these plans to the PLC to be included in troop meeting agendas.
- Prepare well in advance for each teaching assignment. Obtain the necessary materials and other resources.
- Instruct skills within the troop or identify other qualified instructors, including merit badge counselors and other adult experts.
- Ensure that completion of requirements is documented in individual handbooks or on blue cards.





Job Expectations: Chaplain Aide

- Keep the PLC apprised of religious holidays when planning activities.
- Assist the troop chaplain or religious leader in meeting the religious needs of troop members while on activities.
- Facilitate saying grace at meals while camping or on outings.
- Lead worship services on outings.
- Encourage troop members to earn the religious emblems for their faith (God and Country, etc).





Job Expectations: Bugler

- Save the voices of the SPL and SM by communicating to the troop across distances.
- Play the bugle to communicate activities during troop meetings and outings, including reveille, assembly, mess, lights-out, etc.
- Be familiar with the schedule of all activities to sound the appropriate calls at the appropriate time.
- Be prepared to sound non-scheduled calls at the direction of the SPL or SM.
- Earn or work towards Bugling merit badge.
- See also: <http://bands.army.mil/music/buglecalls/default.asp>





Job Expectations: LNT Aide

- Know the Outdoor Code and 7 Principles of Leave No Trace.
- Enforce the 7 Principles during troop outings.
- Earn or work towards Environmental Science and Camping merit badges.
- Encourage members of the troop to earn the Leave No Trace award.
- See also: <http://Int.org/learn/>





Job Expectations: Den Chief

- **Locate and contact a Den of a local Cub Scout Pack.**
- **Participate in den meetings and pack meetings for the den that you are supporting.**
- **Help the Den Leader plan and lead den meetings and activities.**
- **Act as a role model to Cub Scouts.**
- **Encourage Cub Scouts to earn the advancements appropriate for their grade level.**





Job Expectations: OA Troop Rep

- Be a current, active member of the OA.
- Exemplify cheerful service as a brother to all.
- Serve as a communication link between your troop and your OA chapter and lodge.
- Promote the OA as a service arm of the troop.
- Teach the troop that they are a part of a larger team that extends to the chapter (district), lodge (council), and all of BSA.
- Encourage Scouts to participate in camping and service to qualify for future OA membership or to fulfill their responsibilities as current OA members.
- Assist in leadership skills training.





Job Expectations: Jr Assistant SM

- Support and supervise the other youth leaders of the troop, as guided by the Scoutmaster.
- Execute specific program duties as assigned by the SM.
- Assist in leadership skills training.





References

- <http://www.bsahandbook.org/PDFs/troop.pdf>
- http://meritbadge.org/wiki/index.php/Positions_of_R_responsibility

