

SENIOR PATROL LEADER, PATROL LEADER, AND
TROOP LEADER REQUIREMENTS
TROOP 122

1. You must be an active member of the troop for 6 months. Being active means a 70% attendance rate of troop meetings, attend 4 of 6 campouts/activities/outings, and attendance at a long-term camp.
2. You must have knowledge of the position by reading the position requirements and signing the requirements. You must have your parents signature on the requirement sheet as well.
3. You must make a commitment to the troop that you are interested in that position by writing a letter stating you are interested and why you feel you are qualified.
4. You must be at least a First Class Scout. If there are not enough First Class Scouts or higher rank, the Scoutmaster reserves the right to waive this requirement.
5. You must talk to your fellow troop members at a troop meeting about why you want this position.
6. After your presentation to the troop, an election will be held with all scouts present voting. A majority vote will determine the winner.
7. You must attend one long-term camp prior to being elected. The Senior Patrol Leader and Assistant Senior Patrol Leader must attend the long-term camp immediately following their election.
8. If you are chosen for the position, you MUST attend training for that position.
9. If you are chosen for the position, you must maintain a **70% attendance rate for troop meetings and attend 4 of 6 campouts/activities/outings.** Optional events only count toward troop meeting attendance, not toward the monthly campout or activity attendance number. As a leader, you need to plan on attending all scout functions. Attendance numbers will be published 3 months after the elections. If your attendance numbers are less than the requirements, you will be placed on probation. You will have 30 days to get your attendance to the requirements or you will be removed from your elected position.
10. You must exhibit SCOUT SPIRIT!
11. You can only hold one leadership position in the troop at a time.

**Troop positions will be held for 6 months unless you fail to complete training or meet the attendance standards.

SENIOR AND ASSISTANT PATROL LEADER DUTIES

Job description: The senior patrol leader is elected by the scouts to represent them as the top junior leader in the troop.

Reports to: the Scoutmaster

Senior Patrol Leader Duties:

Runs all troop meetings, events, activities, and the annual program planning conference

Runs the patrol leaders' council meetings

Assigns duties and responsibilities to junior leaders

Assists the Scoutmaster with junior leader training

Sets a good example

Enthusiastically wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit

I have read, understand, and accept the requirements for a senior patrol leader and the duties of a senior patrol leader. I am interested in holding this position in Troop 122.

Scout signature

Date

Mother's signature

Father's signature

PATROL LEADER DUTIES

Job description: The patrol leader is the chosen leader of his patrol. He represents his patrol on the patrol leader council.

Reports to: the senior patrol leader.

Patrol Leader Duties:

Represents the patrol on the patrol leader council

Plans and steers patrol meetings

Helps Scouts advance

Acts as the chief recruiter of new Scouts

Keeps patrol members informed

Knows what his patrol members and other leaders can do

Sets the example

Wears the uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit

I have read, understand, and accept the eleven requirements for a patrol leader and the duties of a patrol leader. I am interested in holding this position in Troop 122.

Scout signature

Date

Mother's signature

Father's signature

ASSISTANT PATROL LEADER DUTIES

Job description: The assistant patrol leader is appointed by his patrol leader and leads the patrol in the patrol leader's absence.

Reports to: the patrol leader.

Assistant Patrol Leader Duties:

Helps the patrol leader plan and steer patrol meetings and activities

Helps patrol leader keep patrol members informed

Helps the patrol get ready for all troop activities

Represents his patrol at the patrol leaders' council meetings when the patrol leader cannot attend.

Lends a hand controlling the patrol and building patrol spirit

Sets a good example

Wears the uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit

I have read, understand, and accept the requirements for an assistant patrol leader and the duties of an assistant patrol leader. I am interested in holding this position in Troop 122.

Scout signature

Date

Mother's signature

Father's signature

TROOP SCRIBE

Job description: The scribe keeps the troop records. He records the activities of the patrol leaders' council and keeps a record of dues, advancement, and Scout attendance at troop meetings.

Reports to: the senior patrol leader and Assistant Scoutmaster

Scribe duties:

Attends and keeps a log of patrol leaders' council meetings

Records individual Scout attendance and dues payments

Records individual Scout advancement progress

Works with the troop committee members responsible for records and finance

Sets a good example

Enthusiastically wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit

I have read, understand, and accept the requirements for a troop leader position and the duties of a troop scribe. I am interested in holding this position in Troop 122.

Scout signature

Date

Mother's signature

Father's signature

TROOP QUARTERMASTER

Job description: The quartermaster keeps track of troop equipment and sees that it is in good working order.

Reports to: senior patrol leader and Scoutmaster

Quartermaster duties:

Keeps records on patrol and troop equipment

Make sure equipment is in good working condition

Issues equipment and makes sure it's returned in good condition

Helps load and unload and store camping equipment before and after campouts

Makes suggestions for new or replacement items

Works with the troop committee member responsible for equipment

Sets a good example

Enthusiastically wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout Spirit

I have read, understand, and accept the requirements for the a troop leader position and the duties of a quartermaster. I am interested in holding this position in Troop 122.

Scout signature

Date

Mother's signature

Father's signature

TROOP LIBRARIAN

Job description: The librarian takes care of the troop literature.

Reports to: senior patrol leader

Librarian duties:

Sets up and takes care of a troop library.

- Keeps records of books and pamphlets owned by the troop
- Adds new or replacement items as needed
- Keeps books and pamphlets available for borrowing
- Keeps a system for checking books and pamphlets in and out
- Follows up on late returns

Sets a good example

Enthusiastically wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout Spirit

I have read, understand, and accept the requirements for a troop leader position and the duties of a librarian. I am interested in holding this position in Troop 122.

Scout signature

Date

Mother's signature

Father's signature

TROOP GUIDE

Job description: The troop guide works with new scouts. He helps them feel comfortable and earn their First Class rank in their first year.

Reports to: Scoutmaster and Assistant Scoutmaster for the new scout patrol in the troop.

Troop guide duties:

Introduces new scouts to troop operations

Guides new scouts through early scouting activities

Shields new scouts from harassment by older scouts

Helps new scouts earn first class rank in their first year

Teaches basic scout skills

Works with the patrol leaders at patrol leaders' council meetings

Assists the assistant scoutmaster with training

Sets a good example

Enthusiastically wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout Spirit

I have read, understand, and accept the requirements for the a troop leader position and the duties of a troop guide. I am interested in holding this position in Troop 122.

Scout signature

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Father's signature

TROOP HISTORIAN

Job description: The historian keeps a historical record or scrapbook of troop activities.

Reports to: senior patrol leader

Historian duties:

Gathers pictures and facts about past troop activities and keeps them in a historical file or scrapbook

Takes care of troop trophies, ribbons, and souvenirs of troop activities

Keeps information about former members of the troop

Sets a good example

Enthusiastically wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout Spirit

I have read, understand, and accept the requirements for a troop leader position and the duties of a historian. I am interested in holding this position in Troop 122.

Scout signature

Date

Mother's signature

Father's signature

TROOP CHAPLAIN AIDE

Job description: 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 emblem program.

Reports to: senior patrol leader

Chaplain aide duties:

Assists the troop chaplain with religious services at troop activities

Tells Scouts about the religious emblem program for their faith

Makes sure religious holidays are considered during troop program planning

Helps plan for religious observance in troop activities

Sets a good example

Enthusiastically wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout Spirit

I have read, understand, and accept the requirements for a troop leader position and the duties of a chaplain aid. I am interested in holding this position in Troop 122.

Scout signature

Date

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Father's signature

BUGLER DUTIES

Job description: The bugler is responsible for the playing of the bugle whenever appropriate. He is also responsible for the care and maintenance of the troop's bugle.

Reports to: the senior patrol leader.

Bugler Duties:

Attends all outings according to troop's attendance policy

Performs reveille and taps on campouts each day when appropriate

Performs at special ceremonies when called upon

Performs at the troop's Courts of Honor

Takes care and maintains the troop bugle

Sets the example

Wears the uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit

I have read, understand, and accept the eleven requirements for a troop leader position and the duties of the bugler. I am interested in holding this position in Troop 122.

Scout signature

Date

Mother's signature

Father's signature

OA TROOP REPRESENTATIVE

Job description: The Order of the Arrow Troop Representative is a youth liaison serving between the local OA lodge or chapter and his unit.

Reports to: Scoutmaster and an adult adviser

OA Troop Representative duties:

Serves as a communication link between the lodge or chapter and the troop

Encourages year round and resident camping in the troop

Encourages older Scouter participation in high adventure programs

Encourages Scouts to actively participate in community service projects

Assists with leadership skills training in the troop

Encourages Arrowmen to assume leadership positions in the troop

Encourages Arrowmen in the troop to be active participants in the lodge and/or chapter activities and to seal their membership in the Order by becoming Brotherhood members.

Sets a good example

Enthusiastically wears the Scout uniform correctly

Lives by the Scout Oath and Law

Shows Scout spirit

I have read, understand, and accept the requirements for a troop leader position and the duties of the OA Troop Representative. I am interested in holding this position in Troop 122.

Scout signature

Date

Mother's Signature

Father's signature