

BOY LEADERSHIP POSITIONS

As per the BSA national model, Troop 90 is a *boy-led troop*, and operates under the *patrol method*. As such, the Scouts hold certain leadership positions, either elected or appointed. Each of these positions has prescribed roles and responsibilities as per BSA, which are then modified as necessary to fit the individual Troop program.

All leadership positions require Scoutmaster approval prior to announcing or requesting candidacy. The Scoutmaster may waive any requirements deemed necessary for the good order of the Troop. All Scouts accepting leadership positions are expected to set a good example, wear the Scout uniform correctly, live by the Scout Oath and Law, and show and develop Scout spirit. If a Scout fails to carry out his responsibility he will be removed from that position and will need to earn another leadership role. Note that most (not all) leadership roles stop in July and August and resume in September since the Troop is not active during those months

Troop Leadership Positions and Duties

Senior Patrol Leader

- Seeks the counsel of the Scoutmaster and consults with other adult leaders as appropriate. If the Troop Program is said to be "run by" the Scouts, the SPL has to make it happen. Preside at all Troop meetings and activities. Arrives early to ensure that everything is in order, and stays until everything has been done. Delegates tasks to others, but retains ultimate responsibility.
- Has attended and graduated from the BSA NYLT (National Youth Leadership Training) course.
- Insures that meetings are properly planned during the Patrol Leaders Council and executed in the regular meetings, including: Service Patrol, Pre-Opening Activity, Opening and Closing Ceremonies, Games and Contests.
- The SPL must ensure that programs are well communicated, that responsible persons have been assigned and know what to do, that they actually do it and do it well. He must ensure that everyone has fun and has an opportunity to mature.
- Along with the ASPL, insists upon good order and proper behavior among all Scouts at any Troop meeting or activity.
- Chair the Patrol Leaders' Council. Demonstrates commitment to the concept of "a boy-led troop" by holding all Junior Leaders accountable for performance of their duties. Along with the Scoutmaster, provide feedback to Troop Officers on their performance in order to ensure that the boys really lead the Troop.
- Name appointed Scout Leaders with the advice and consent of the Scoutmaster (ASPL, Quartermaster, Scribe, Librarian, Den Chief, etc.)
- Keep Troop members informed of advancement opportunities and work through patrol leaders to see that Scouts are prepared and use the opportunities.
- Set a good example – and clearly communicate the expectation that all Troop Officers will set a good example to the Troop.
- Notifies the ASPL and Scoutmaster in advance if he will not be attending a meeting or other planned activity.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Assistant Senior Patrol Leader

- Takes over troop leadership in the absence of the Senior Patrol Leader. The rest of the time, the ASPL is the SPL's right hand and is very actively engaged in an important leadership role.
- Has attended and graduated from the BSA NYLT (National Youth Leadership Training) course.
- Work with the Senior Patrol Leader with all his responsibilities. The ASPL will provide strong support to the SPL in coordination and communication among the Junior Leaders of the Troop. Helps the SPL follow-up on all the detailed tasks and responsibilities for Troop Meetings and activities.
- Create the duty rosters for the Senior Patrol on all Troop campouts and activities.
- Serves as chief safety officer of the Troop. Ensures that an axe yard is cordoned-off at each Troop campsite, and that all other safety procedures are followed. With the support of the Troop Guide, organizes periodic safety programs, including Tot' N Chit training. Ensures that Troop First Aid kit is taken on each outdoors activity, and is readily available if needed. Actively encourages others to be mindful of safety.
- Challenges the PLC to come up with interesting, fun, and occasionally new games to enhance the Troop Meetings. Organizes pre-opening activities and encourages Scouts to participate. Encourages fellowship and Scout Spirit among all Scouts attending the Troop Meetings and Outings.
- Works with the Bugler in promoting fun campfire programs to enhance the camping experience for all. He assists the Bugler by communicating with Junior Leaders and Patrol Leaders to encourage the planning and preparation of skits and other entertainments for campfire programs. Pushes the idea relentlessly and cheerfully encourages everyone to participate.
- Set a good example.
- Notifies the SPL and Scoutmaster if he will not be able to attend a Troop meeting or other planned activity.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Troop Quartermaster

- The Quartermaster is responsible for gear – making sure we have what we need, that it is in good shape, that it is clean, stored neatly, and that we know when something needs to be repaired or replaced.
- Coordinate the maintenance, cleanliness and good order of patrol shelves in the Troop Shed. Checks Patrol gear every month. Inspects the shed every month. Gives monthly reports to the ASPL and PLC so that problems are addressed and corrected before the next campout.
- Keep records of patrol and troop equipment, including compasses and maps.
- Before each campout, prepares a list of Troop gear that will be needed, and advises Patrol Leaders of any special Patrol gear that will be needed.
- Keep equipment in good repair. Report monthly to the ASPL, PLC and Troop Equipment Chair on all lost or broken items in need of repair or replacement.
- Issue equipment to Patrol QM's in September and see that it is returned in good order after all outings.
- Supervise and advise the Patrol Quartermasters in their functions. Schedules meetings with Patrol Quartermasters at the shed to regulate gear.
- Work with the ASPL and Troop Equipment Chair to establish procedures and action plans improve the Troop's control over and maintenance of equipment.
- Reminds Patrol Leaders before each meeting of their responsibilities for set-up and clean-up of the Troop Meeting room and inspects to ensure that this duty is promptly and properly carried out by the Patrols.
- Maintains the Lost and Found box. Is responsible for any items left behind at meetings and trips and notifies the troop of those items.
- Set a good example.
- Notifies the SPL and Scoutmaster if he will not be able to attend a Troop meeting or other planned activity.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Troop Scribe

- The Scribe drives overall Patrol and Troop effectiveness. He is the leader most directly concerned with the measurement and communication of Patrol and Troop performance, and individual service and attendance. He keeps the Troop focused on efficiency – getting permission slips in, maintaining accurate records, and documenting PLC decisions.
- Keep a log of PLC's decisions. Provide a copy by e-mail to the SPL, Scoutmaster, and Troop Committee Chair within three days of the PLC meeting. Provide a copy to the Scout representing the PLC at the next Troop Committee Meeting. Maintains a binder for the year to include Patrol reports, PLC minutes, attendance records, and Honor Patrol score sheets and other documents of interest.
- Keep a record of all attendance of troop meetings and of all service hours completed by each Scout in the Troop. Present a report of the previous month at each monthly PLC meeting. Notify SPL and Scoutmaster if a Troop Officer has missed three meetings or activities in a row, or four missed meetings/activities or other conditions that require intervention by the Scoutmaster.
- Ensures that all Patrol Leaders are keenly aware of the scoring system used for the Les Seiss competition and provides energetic encouragement. Keep the Les Seiss records up-to-date on a weekly basis. Keep an up-to-date chart posted at all Troop meetings. Announce the Les Seiss standings at the 1st regular troop meeting of the month, and really ham it up – make a big deal about the Les Seiss Award and build a healthy spirit of competition.
- Works with the Patrol Scribes to ensure the accurate and smooth collection of attendance data and permission slips.
- Set a good example.
- Notifies the ASPL and SPL if he will not be able to attend a Troop meeting or other planned activity.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Troop Librarian

- Establish and take care of the troop library. Keep records on literature (including CD/DVD's) owned by the troop. Add new or replacement library items as needed.
- Keep literature available for borrowing at troop meetings (i.e. materials need to be stored at Church).
- Keep a system for checking books and pamphlets in and out. Follow-up on late returns.
- By October 1, the Librarian will notify the ASPL and Troop Advancement Chair of the number of currently dated merit badge books available for the merit badge classes planned to be offered during the year.
- At the first meeting of each Merit Badge class, provides the Scouts with the books needed for the class, taking care to record the names of each Scout and the number of the book loaned to him. At the last meeting, collects the books and records the returns against the names of the Scouts, keeping track of the names of Scouts whose books have not been returned.
- By June 1, notifies the ASPL and Troop Advancement Chair of the number of currently dated merit badge books for each merit badge offered at summer camp. By June 30, provides the Scoutmaster with those books that will be needed for the summer camp program, placing the books needed by each Scout in a plastic bag with his name clearly marked on the bag or on a paper visible within the bag. Records the numbers of these books in each bag along with the name of the Scout so that we can recover the books at the end of the week. Collects all books on Friday at camp and reports the list of missing books and the names of the Scouts to the ASPL and Scoutmaster.
- Reports needed books to the Troop Committee
- Set a good example.
- Notifies the ASPL and SPL if he will not be able to attend a Troop meeting or other planned activity.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Den Chief Guide

- The Den Chief Guide is responsible for all the den chiefs in all the dens and packs. He is the chief ambassador to the Webelos (or Cubs) and their parents. It is his responsibility to show the Webelos and their parents all that Scouting has to offer and what Troop 90 can do. He is the chief recruiter for Troop 90.
- The Den Chief Guide is responsible for recruiting Den Chiefs to serve the positions in the packs and dens. At the first meeting of the year he will have a signup sheet made for all those who wish to be Den Chiefs. He will then meet with the SPL, JASM, and the Scoutmaster Corp to determine which scouts should be Den Chiefs.
- After the Den Chief Guide picks the new Den Chiefs, he will give each a position in a den or pack. He will contact the leader of the den or pack to find out when and where the den or pack meeting will take place. He will then give this information to the Den Chief assigned to the specific den or pack.
- The Den Chief Guide goes to each pack night every month to supervise his den chiefs, meet with the pack, and to gauge the effectiveness of his den chiefs. He should be familiar with the leaders of all the packs and dens. Issues arising about specific Den Chiefs should only be reported back to the Scoutmaster. The Den Chief Guide should not have to deal with any specific behavioral issues unless asked to by the Scoutmaster.
- The Den Chief Guide is a member of the PLC. As such, he gives monthly reports of his den chiefs at the PLC. At the last PLC he gives a report on the prospective amount of boys who are interested in joining the Troop.
- The Den Chief Guide can be called upon to perform the role of Den Chief.
- The Den Chief Guide is responsible for the attendance of each Den Chief at their respective meetings. He will contact the leaders of the dens and pack to make sure that they are satisfied with the performance of the Den Chiefs.
- Coordinate Den Chief responsibility as an acting Patrol Leader on Troop / Webelos outings. Assist the Den Chief in keeping Webelos participation high
- Be a friend to the boys in the den. Set a good example.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Den Chief

- The Den Chief is one of the ambassadors of Troop 90 to the Webelos (or Cubs) and their parents. He demonstrates through his Scout skills, friendly spirit, and through his service to the Den, that he is a good leader and that his Troop is a good Troop. In helping the Cub Pack, the Den Chief is also an effective recruiter for our Troop.
- Serve as the activities assistant at den meetings. Provides instruction to Webelos in the Scout Oath and Law, Knots, First Aid, and other Scout knowledge as needed.
- Meet regularly with the Den Leader to review the den and pack meeting plans. Help plan or plan entirely the program and game for the Den Leader. Run the meeting from start to finish. Give a report to the Den Chief Guide on the planning and the execution of the meeting.
- Work with the SMC on coordinating den and troop events such as Skills Night at Pack Meetings. Notifies in advance the Den Chief Guide and Webelos Leader if he cannot attend a Webelos meeting or Pack Night.
- Assist in keeping communication lines strong prior to joint Troop/Webelos events. Assist in signups for Troop/Webelos outings, encourage participation. Act as a Patrol Leader on the actual outing and work on keeping Webelos participation high. Assist adult Webelos Leaders in preparing a menu for the outings.
- If serving as a Webelos Den Chief, prepare boys to join the troop. Help the Webelos earn such things as Whittlin' Chip and assist in progress towards their Arrow of Light. Encourage Webelos Scouts to join a Boy Scout Troop upon graduation.
- Help out at weekly den meetings and monthly pack meetings.
- Be a friend to the boys in the den.
- Set a good example.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Troop Guide

- Works closely with Scouts below the First Class rank to establish realistic plans to achieve the requirements needed for their next rank. Works with the Patrol Leaders in advance of campouts and hikes to ensure that Patrol Leaders are aware of the Scouts needing to complete requirements on these occasions.
- Attend the PLC meetings. Reports on progress achieved by each Scout in the previous month. Provides a report to the Scoutmaster for update to the TroopMaster records.
- Works with Skill Class Instructors to ensure that the needs of each Scout, in terms of specific requirements remaining to be met, are understood by the Instructors. Follows up with the Scouts after their skill classes to assess their progress and reinforce as needed.
- If assigned to a specific patrol as an advisor, the Troop Guide provides training and direct support to the Patrol Leader. Works with the Patrol Leader on coordinating Patrol meetings and activities and generally helps the newer Patrol Leader learn the job quickly.
- With the ASPL, organizes Tot' N Chit training for all New Scouts.
- Serves as chief proponent of the Outdoor Code and Low-Impact camping and hiking practices. Strongly communicates and demonstrates a commitment to these principles and insists on adherence by all Scouts. The Troop Guide will be a constant advocate for cleanliness, conservation, and consideration in the outdoors program.
- Be a friend to every New Scout and help him to feel proud to be part of our Troop.
- Set a good example.
- Notifies the Scoutmaster if he will not be able to attend a Troop meeting or other planned activity.
- Enthusiastically wear the Scout Uniform correctly and encourages others to do the same.
- Live by the Scout Oath and Law.
- Shows Scout Spirit.

Junior Assistant Scoutmaster (JASM)

- Accomplish miscellaneous duties assigned by the Scoutmaster.
- Attend the Patrol Leader Council meetings. Notifies the SPL and Scoutmaster if he will not be able to attend a Troop meeting or other planned activity.
- The JASM will oversee the running of appropriate contests and games of skill to enhance and improve the Skills Program. He will also help oversee game time at Troop meetings.
- Provides guidance to Troop Guides. Assists Troop Guides in planning their activities with the younger Scouts. Will help the Troop Guides provide encouragement to the Scouts and will assist as needed in the planning and testing activities of the Troop Guides. Helps the Troop Guides evaluate the progress of the younger Scouts and suggests strategies to increase the effectiveness of their efforts.
- Gains access to TroopMaster reports to give the patrol leaders their patrol members' advancement information.
- Set a good example.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Chaplain's Aide

- The Chaplain's Aide is assistant to the Troop Chaplain. As such, he should complete all tasks set by the Troop Chaplain. Also, he is the liaison between the scouts and the Troop Chaplain. The CA is responsible for the moral integrity of the troop.
- The Chaplain's Aide will coordinate Scout participation in Scout Sunday. He will put together Color Guard, posters, setting up tables, handing out programs. The Chaplain's Aide will be the one to promote attendance at Scout Sunday event through enthusiastic promotion at circle time.
- The CA will provide the Invocations at COH's with respect and reverence.
- The Chaplain's Aide is the scout that is very interested in his own personal faith while having a reverent respect for other faiths. His goal is to help Scouts become more aware of the importance of a strong faith regardless of which religion the Scout practices.
- He, himself, must earn the religious medal in his respective faith. He must also persuade two other scouts to start their respective religious medals. During the medal process, he must encourage and guide those scouts to continue their faith journey. At the end of the medal process, one of the scouts must have gained their religious medal.
- The Chaplain's Aide is responsible for the language used in the troop. As such he should not swear, curse, use profanity, or any other crude language. He should also persuade other scouts to change their language usage. If a scout is consistently using bad language it is the job of the Chaplain's Aide to inform the SPL.
- The Chaplain's Aide is the scout in charge of relations with Sand Hills Presbyterian Church. When a Court of Honor is near, it is the responsibility of the Chaplain's Aide to invite the Church Representative to attend the proceedings. This is especially crucial for an Eagle Court of Honor.
- Set a good example.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Head Instructor

- The Head Instructor is responsible for all the skills classes for the entire year. This includes setting up all the materials needed and getting the necessary paperwork from the troop files. The Head Instructor gives this paperwork out to the instructors of the classes at least one week beforehand.
- The HI shall ensure that instructors are prepared to lead class and understand what materials they will require to effectively perform any hands-on demonstrations that the skill class will require.
- The HI shall review the skills class materials and have the responsibility to update material that is dated or is no longer relative. The HI may introduce new material to the Skills Class or hold specific training that the troop may require, such as "How to Deal with Bear Encounters".
- The HI coordinates the instructors' schedules so that they are able to fulfill their duties as well as take their required merit badges.
- The HI is required to report to the PLC the status of the monthly skills classes.
- The HI is also required to schedule meetings with his instructors to brainstorm effective teaching techniques to enhance the basic program.
- The HI will monitor the progress of the scouts in Skills Classes through testing after each skill has been completely taught. He will maintain records of the scores of each scout.
- The HI will monitor the years that a scout has been active in skills classes. The HI will recommend any scout who has completed two year in each skills class for merit badges or instructorship to the PLC and the Scoutmaster Corp.
- The HI is in charge of the cleaning up of all the papers after a troop meeting and storing them in the shelves in the meeting room. He is to be accountable for any items left after the meeting is over. All scouts that have lost items should go to the Head Instructor.
- Set a good example.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Instructor

- Work with troop guides helping new Scouts advance.
- Instruct skills classes as designated by the Head Instructor.
- Works closely with the Head Instructor to insure a lively and informative program.
- Set a good example.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Bugler

- The Bugler is the most animated scout in the troop. He should always have a smile on his face. It is his responsibility to make sure that the troop is having a good time.
- The Bugler also must play some sort of instrument whether customary or unorthodox to gain the attention of the troop and to save the voices of the SPL, ASPL, and other boys in leadership positions. At the sound of the Bugler the troop must "Fall in."
- Audition repertoire to consist of: ***Assembly, To the Colors, Reveille and Taps.*** The music for these pieces can be found in the Music and Bugling merit badge pamphlet.
- Bugler plays Assembly at 7:30 pm, To the Colors prior to the opening ceremony at 7:35, and Taps at the closing for all regular troop meetings.
- The Bugler is also responsible for patrol and troop cheers. He should schedule meetings with patrol cheermasters to make sure that each patrol has a cheer. It is his job to help the patrol cheermasters to make new cheers if a patrol's cheer is too old or if the patrol is new. He can also go to patrol meetings if the patrol leader wishes to have a patrol activity of making a cheer. He also has the responsibility of making a troop cheer and teaching it to everyone.
- The Bugler is also the Master of Ceremonies at every campfire. He is responsible for the effective running of the campfire. It is his responsibility to screen a patrol's or scout's skit or song before it is presented. The Bugler has the power to deny a patrol or scout the privilege of performing their skit if he feels it is inappropriate. The Bugler should also have a selection of new skits available that he can teach to a patrol without a skit.
- It is the responsibility of the Bugler that an opening game is run. He therefore should be the first person to arrive at the church. He should also be running the game at game time.
- The Bugler is also responsible for the attentiveness of the troop during the opening of every meeting and colors at summer camp and special occasions. This includes no chewing of bubble gum, no hat-wearing, and no coat-wearing. At special occasions he might be called upon to play taps or vespers.
- Set a good example.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Historian

- The Troop Historian is responsible for both troop and patrol histories.
- The Historian will capture the events of the troop by serving as photographer. He is expected to attend the majority of troop outings and activities and document them in pictures which will be maintained by the Historian. If the Historian is unable to attend an event, he should ask another to take pictures for him. The historian will maintain CD's and photos containing pictures of Troop events and outings.
- The Historian will work with the Troop Committee Publicity Coordinator to write news paper articles about Troop Activities. The Historian may write the article himself or ask another scout to do it. The Historian is ultimately responsible to see that the articles are complete and done well. The Historian will maintain copies of these articles. The Historian will coordinate the assignment and collection of trip reports for the Troop Committee Publicity Coordinator and the Troop Website.
- The Historian should maintain a set of current operating documents which contain such things as the by-laws of the troop and documents that pertain to advancement and leadership responsibilities. The Historian shall maintain a library which will consist of the slide presentations used at the Court of Honor's.
- The troop historian works with the troop's historical committee to plan special events such as the troop's major anniversaries. For these events the historian is in charge documenting important recollections that troop alumni remember.
- The historian shall maintain the cabinets in the hallway that contain documents of historical value to the Troop.
- Set a good example.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

OA Troop Representative

An Order of the Arrow Troop Representative is a youth liaison serving between the local OA lodge or chapter and his troop. By setting a good example, he enhances the image of the Order as a service arm to his troop. Members of the OA are called "Arrowmen".

- In his troop, he serves as a communication and program link between the lodge or chapter and the troop.
- Encourages year round and resident camping in the troop.
- Encourages older Scout 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, Scout Law and OA Obligation
- Shows Scout spirit

