

GUIDEBOOK FOR SCOUTS AND PARENTS

TROOP 205



ALLIANCE UNITED METHODIST CHURCH

FORT WORTH, TEXAS

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TROOP 205 GUIDEBOOK FOR SCOUTS AND PARENTS

INTRODUCTION

Troop 205 is a local unit of the Mustang District (#36), the Longhorn Council (#582), and the Boy Scouts of America.

The troop was organized in October of 1999 with twelve Scouts.

CHARTER ORGANIZATION

Troop 205 is sponsored by the **Alliance United Methodist Church** in the Park Glen Neighborhood (7904 Park Vista, Fort Worth, TX 76137) and is open to all eligible boys regardless of race, religion, national origin, or where they attend school. The church receives a charter from Boy Scouts of America to use its program for a one-year period. The charter must be renewed annually. The church has in turn agreed to provide a safe meeting place and the adult leadership to operate the Boy Scout program. The church owns and operates Troop 205 and selects a representative to act as a direct link between the church and the troop. In return, each Scout is expected to assist in planned service projects that benefit the community as a whole and our sponsor in particular.

MEETINGS AND CONTACTS

We normally meet every Monday evening from 7:00pm to 8:30pm at the church, in the Park Glen neighborhood of North Fort Worth. If you would like to visit us, please contact Scoutmaster Scott McAllister, (817) 281-4351, or the Troop Committee Chair Bill Begole, (817) 581-4490, to confirm that week's meeting time and location.

MISSION

It is the mission of the Boy Scouts of America (BSA) to serve others by helping to instill values in young people, and in other ways to prepare them to make ethical choices over their lifetime in achieving their full potential. The values we strive to instill are found in the Boy Scout Oath and Law.

AIMS

Character Development

To build self-reliance, self-discipline, self-confidence and self-respect

Citizenship Training

To foster love of community, country and world, along with a commitment of service to others and an understanding of democratic principles.

Mental and Physical Fitness

To develop physical, mental, emotional, and moral fitness that will stay with a Scout for the rest of his life.

SCOUTING IS A VALUES BASED PROGRAM

The Boy Scouts of America is one of the largest youth oriented organizations in the United States. More than 4 million young people and leaders are currently registered in the Boy Scouts of America. Unlike Cub Scouting, which many of you are familiar with; Boy Scouting is a youth-led organization. The boys learn responsibility and how to organize and lead the Troop. Sometimes these lessons are hard however we try to make sure that all challenges we place before the Scouts are challenges they can, with a little effort, overcome. After training, and with adult supervision, the boys run the show.

THE METHODS OF SCOUTING

We use the following methods to accomplish our aims:

- **Ideals** - Each Scout commits himself to the personal behavior guides and standards in the Scout motto, the slogan, the Oath and the Law
- **Patrols** - Patrols give Scouts experience in teamwork, democracy and leadership.
- **Outdoors** - Scouting emphasizes outdoor activities, which foster an appreciation of nature and our ecology. Along the way, Scouts practice and learn new skills and develop confidence in their own abilities to cope with obstacles. Scouting is outing! Your son will advance and enjoy Scouting if they go on the outings, otherwise there is a very good chance they will lose interest in the program.
- **Advancement** - The advancement program provides Scouts with a ladder of skills to climb at his own pace. On the way up, he has many opportunities to learn and to be recognized for his achievements. We don't look at advancement as a goal, but as a natural outcome of a planned, quality Troop program and it is integrated with our outdoor activities. Advancement happens on campouts.
- **Personal growth** - All of the other methods contribute to the personal growth of a Scout through experience. The quest for growth is a method, too.
- **Adult association** - Adult leaders, male and female, provide an example to Scouts of the high character they should strive for in their personal growth.

- **Leadership development** - Making boys get leadership experiences is one of the most valuable things Scouting does.

- **Uniform** - The uniform reminds a Scout of who he is and what is expected of him. It identifies him as part of a patrol, troop, council and worldwide youth movement. He can take pride in being a Scout, and in the achievements shown on his uniform and sash.

PARENTS' ORIENTATION MEETING

An informational meeting will be held for the parents of the Webelos Scouts who join Troop 205. Key adult volunteers will be introduced, an overview of Boy Scouts and Troop 205 will be presented, there will be a show and tell of camping equipment that your son will need, and lots of time will be given to answering questions. This meeting will help you and your son make a smooth transition into Boy Scouts.

During the meeting, the troop leaders hope to answer the following questions and to address any of your concerns not listed here.

- What are the troop's expectations for Scouts and for their parents?
- What will a Webelos Scout have to do differently once he is a Boy Scout?
- What will a Scout's parents have to do differently once he is a Boy Scout?
- What is the parents' role and involvement in their son's Scouting career and his troop?
- What is the cost of Scouting and how does the troop finance it?
- What books, uniforms, camping equipment, and camping clothing are needed now and in the future?
- When and where will the troop go to summer camp? What preparations are needed for going to summer camp?

JOINING TROOP 205

To become a Boy Scout, a boy must have completed 5th grade, or has earned the Arrow of Light award, or is 11 years old, but not 18 years old. He must fill out a Boy Scout Membership Application, including medical information, and have a parent or guardian sign the application.

Selecting a Boy Scout troop to join is an individual decision for each family. Every troop is different in the kinds of activities they schedule and in their personalities. You should choose the troop that you feel will best meet your needs. In selecting a troop, you should consider the following factors:

- Are the troop activities the kind that you would enjoy?

- How do the Scouts interact with each other?
- How do the older Scouts interact with the younger Scouts?
- Are there older Scouts active in the troop? (This indicates if the troop's program is exciting and interesting for a variety of ages.)
- Is the troop "boy led" or is it led by the adults? (The best answer is the troop is "boy led".)
- Are you comfortable with the adult leaders in the troop?
- Are the adult leaders trained, do they follow BSA policy, and do they welcome input and participation by all parents?

In practice, the decision of which troop to join usually comes down to two factors: convenience of the weekly troop meetings (meeting night and location) and which troop a boy's best friends are in.

A Scout does have the freedom to transfer to another troop if, for any reason, he changes his mind after joining a troop. When comparing troops it is not too important how large a troop is, or how many Eagle Scouts it has, or how many high-adventure trips they go on. The measure of a successful troop is how well it meets the three aims of Scouting: encouraging participatory citizenship, building strong moral character, and helping boys to grow physically, mentally, and emotionally. In other words, do boys leave the troop a better person than they were when they joined?

A parent or guardian should accompany you to a troop meeting at the time you decide to join Troop 205. One of the adult leaders will visit with you and your parents to explain Troop 205's program and procedures. You should receive the following materials and forms:

- **Boy Scout Application**
- **Troop Roster**
- **Troop Calendar**

At the next meeting you should return the completed Boy Scout application along with the joining fee of \$36. This fee covers purchase of a one-piece Troop 205 numeral patch, red shoulder loops, a troop neckerchief, a troop T-shirt, insurance, troop equipment and supplies. Please contact either the Scoutmaster or the Committee Treasurer if the annual dues present a financial burden.

If you are transferring from either Webelos or another troop, please include your existing membership information (Cub Scout Pack No. or rank and merit badge cards.) with your application. If you are a new Boy Scout, review the joining requirements found on page 4 of your *Boy Scout Handbook*. Before you return the above forms, you should complete joining requirement number 9: With your parent or guardian, read and review the pamphlet *How to Protect*

Your Children from Child Abuse: A Parent's Guide which is found inside the front cover of your *Boy Scout Handbook*.

FINANCES

The Troop Committee recognizes that Scouting has become expensive and can be a strain on a household budget. No Scout should be prevented from participating for financial reasons. Financial assistance is available for any Scout who is unable to be fully involved in Scouts due to financial difficulty. Please contact either the Committee Chairman or the Scoutmaster.

There are three types of fees paid to the troop:

- A one-time joining fee - \$36.00
- A yearly re-charter fee - \$36.00
- Weekly dues - \$1.00 per week to the Patrol Leader

For Scouts (*required*) and Adult Leaders (*recommended*), there is a **one-time joining fee of \$36.00**, which, as previously mentioned, covers purchase of the troop neckerchief, red shoulder loops, a troop t-shirt, and a one-piece troop numeral patch. Additional neckerchiefs, t-shirts, and numeral patches are available from the troop treasurer for a nominal charge.

There is also an annual fee, payable each year during the December recharter period, of **\$36.00 for Scouts** and **\$10.00 for Adult Leaders**, which covers registration, insurance, and (for Scouts only) a subscription to *Boys' Life* magazine. If you are a Webelos crossing over from a pack, this fee usually has been paid to the pack, but there is \$1.00 transfer fee that should be included when paying the one-time joining fee. When you first join the troop, this fee is prorated on the schedule based on the month (for Scouts) or the quarter (for Adult Leaders) when you join (See Appendix A).

Adults, who are current members of a Cub Scout Pack, may sign up for membership with the Troop without paying the membership fee. This is called Dual Membership.

Each Scout is expected to pay his Patrol Dues of \$1 each week to his Patrol Leader with 100% going to the individual Scout Account.

The award patches (rank & merit badge) and the cost of purchasing and maintaining troop equipment are funded by membership fees, by donations and fund-raising projects. As a member of Troop 205, you are expected to participate in fund raising projects. This is keeping with the philosophy that a Scout is thrifty and should earn his own way in all Scouting activities. Several fund raising projects are undertaken each year to purchase and maintain equipment for Troop 205. To finance Troop activities throughout the year, the

Troop Committee will organize and manage several fundraisers each year. Each Scout will have approximately 25-30% (determined by the Committee) of his total popcorn sales credited to his individual scout account. We also offer a Buy-out plan where if a scout does not want to sell popcorn he can pay \$25. This buy-out amount is based on the troop share of the average gross sales of each scout (currently \$150). No portion of the buy-out goes to the individual scout account. We will have other money raising opportunities throughout the year. The money in individual accounts may be used to pay for Troop activities, summer camp and high adventure trips. The funds can also be reimbursed for purchase of scout uniforms and equipment. *We welcome new fundraiser ideas!*

Many Troop activities involve expenses for meals and sometimes registration or camping fees. The troop collects an activity fee from each participating Scout and Scouter. Activity fees pay a portion of the total cost of the event with the remainder covered by the troop treasury. We try to keep it under \$10. In addition to the activity fee, each patrol establishes its own budget for food and the patrol is responsible for collecting the money and purchasing its own food. The Scout pays the cost of summer camp and high adventure trips in full. As a Scout, you are expected to earn and save for your Scouting expenses yourself and not simply ask your parents to pay for it.

The Troop Committee, through the Troop Treasurer, will be responsible for all monies within the Troop. Fees for camping, registration, activities and fund raising must be deposited into the Troop's checking account.

A Scout may use his Scout Account funds for summer camp and other activity fees. Individual Scout Account moneys are Troop moneys designated for use by individual Scouts. Individual Scout Account moneys earned by a Scout and not used by the time a Scout leaves the Troop shall be held in escrow for a period of six months before it is returned to the Troop General Fund. If during the six months, a Scout transfers to another troop, the Scout may request his Scout funds be transferred to the new Troop by having the new Troop submit a written request to Troop 205 Committee Chair.

FRIENDS OF SCOUTING

What is Friends of Scouting? Money raised through FOS provides the operating revenue to carry forth the mission of the Council. With your investment the Council organizes new Cub Scout packs, Boy Scout troops and Venturing crews; develops and coordinates volunteer adult training programs; handles all advancement and member registration; maintains quality traditional summer camping programs for Boy Scouts and Cub Scout; develops cutting-edge high adventure summer and weekend programs for older Boy Scouts and Venturing; coordinates weekend activities and volunteer recruitment.

Friends of Scouting is completed through two primary strategies. One, the community alumni and other interested business leaders are invited to a breakfast or luncheon and told the story of scouting in the area. This raises 60% of the FOS goal. Two, families are invited to support the Council's efforts to directly and indirectly support their unit by making a tax deductible gift at a troop court of honor. This Family FOS raises 40% of the Friends of Scouting Goal.

TROOP MEETINGS

At troop meetings, Scouts are expected to arrive **on time, in uniform**, with their **Scout handbooks**. They are expected to conduct themselves as guests of the church and will be asked to leave if they behave otherwise. They should **not** bring food or drink to the meetings. They will enter the meeting room in an orderly manner and immediately assemble in Patrol Files, if the room is set up for the meeting. If it is not, scouts are expected to help set up the tables and chairs for the adults.

At the meetings, the Scouts will hear announcements of upcoming events, work on rank advancements, work on merit badges if they are First Class or above, either in class or individually with a merit badge counselor, or plan by patrols for upcoming activities. Sometimes, there is a special program planned, a guest speaker or visitors. The boys are expected to behave themselves in an orderly, courteous manner at all times.

As a member of Troop 205, regular meeting attendance is expected. We do realize that from time-to-time schedule conflicts occur, and the boys cannot make it to the meeting. All we ask is that the scout lets his Patrol Leader know that he will not be able to make the meeting, **and then make it his business to contact his Patrol Leader** subsequent to the troop meeting to find out what he missed or needs to know. This is the responsibility of the scout and not of his parents. Also, the web site is an excellent way to keep up-to-date. Please check it often at <http://www.troop205tx.org/>.

We encourage Scouts to be active in church, school, and extra curricular activities. Some Scouts in the troop "take a break" from Scouting during one sport season or another and then return when the season is over. We do not penalize Scouts who miss meetings or outings due to sports or other extra curricular activities. However, if you miss a lot of meetings and troop activities, it will be difficult to maintain steady advancement progress. Obligations to your family, church, and school should have priority over Scouts.

It is our hope that meetings will be fun and productive. Some of this is dependent on the boy-led nature of the meeting as well as the Scouts' level of participation and behavior during a meeting.

Attendance is especially critical for Youth leaders (Patrol Leaders, Assistant Patrol Leader, Treasurer, etc). We work to obtain commitment on how active each scout and families plan to be and then structure the patrols and leadership positions based on these commitments.

THE PATROL METHOD

BSA advocates and trains its members to employ the "patrol method" in organizing and functioning as a troop. Troop 205 follows these guidelines and uses the patrol method whenever possible. The Troop is divided into approximately 6-8 patrols with at least one patrol being designated as a High Adventure Patrol. A High Adventure Patrol is for older Scouts who choose an alternative type of camping experience. Each patrol has approximately 8-12 boys in it. Patrol Leaders are elected every six months, January and July, and hold office for six months. The Patrol Leader chooses an Assistant Patrol Leader to assist him. There are also other positions of leadership that Scouts may hold—these are positions designated by the SPL upon Scoutmaster approval and are generally held for a six month term. All positions of leadership require the Scout to have the rank of First Class and may also require attendance and completion of the Boy Scout Leadership training.

NEW SCOUT PATROLS

New Scouts are placed with other new Scouts in patrols of 8 to 10 boys. The Scouts will have ample opportunity to interact with the boys in the other patrols. The Scoutmaster and Senior Patrol Leader assign a Patrol Leader and Troop Guide to each new patrol (both of these are older Scouts). A Troop Guide functions as a special guide for new Scouts, to teach them about the patrol method and to encourage them. The Troop Guide is especially chosen because he has previously demonstrated an ability to work well with younger Scouts. An adult Patrol Advisors will be assigned to coach the patrol (but not to run the patrol, as this is the Patrol Leader's and Troop Guide's responsibility). The Patrol Advisors are registered adult Scouters in the Troop. The Patrol Leader and Troop Guide will work together to ease the transition into Boy Scouting and help and encourage the new Scouts as they pursue their ranks on the Trail to First Class. All new Scouts will bring any issues, problems, or questions to the attention of the Patrol Leader, Troop Guide or Patrol Advisors. If the outcome is unsatisfactory, the new Scout may approach the Senior Patrol Leader who is the boy leader elected to head the entire Troop. If there is still an unsatisfactory result, the new Scout may ask the Scoutmaster or any of the adults present for assistance. Similarly, all other boys in their patrols will use this same protocol. They contact their Patrol Leader first, then the Senior Patrol Leader (SPL) or Assistant Senior Patrol Leader (ASPL), and then the Scoutmaster or any of the adults present.

OUTDOORS

CAMPOUTS

Campouts are the backbone of the Scouting program. It is here that the patrol method is most operational. It is here that bonding, friendship and patrol spirit are nurtured. It is on the campouts where new skills are learned, old skills are practiced and leadership skills are developed. The patrols work together for the good of the Troop and strengthen it. There is much opportunity to interact with the other patrols.

To ensure proper patrol menu planning and to secure transportation, Scouts are responsible for paying for patrol food (minimum \$10 for a 2 night campout) usually by the Monday prior to the campout and paying any camping or activity fees. Scouts plan their campout menus by patrol on the Monday night prior to the campout. One or two members of the patrol are designated as the food buyer, and they will buy the patrol's food for the entire campout. Scouts do this on a volunteer and rotating basis. The Patrol Leader will assist the new Scout who volunteers as the food buyer (being a food buyer also fulfills certain rank advancement requirements). If a scout has any specific food allergy or religious/family requirements, such as vegetarian, he must make sure he informs the patrol leader. Also during the Monday night menu planning (Patrol Corners), the boys will decide who will cook which meals and how they want to handle clean-up. The Patrol Leader is always ultimately responsible for making sure everyone is included in the food count, that the food buyer has his patrol box on menu-planning night, and that the food buyer is notified of any changes prior to shopping for food. Scouts and committed adults who have to cancel out will still be responsible for paying the food buyer for their portion of the food bill unless they contact the food buyer before the food has been purchased.

Scouts need to select their tent buddies prior to the campout. Unlike Cub Scouting, Boy Scouts tent separately from the adults in their patrol area.

In addition, the parents who attend a campout work together as a patrol. They show up for departure at the same time as the Scouts and are expected to leave and return with the Troop. An adult should not plan to buddy up with another adult for the ride unless that fact has been previously communicated to the Campout Coordinator because we are assuming that each adult will be a driver for the Scouts. This is a great way to get to know other parents in the Troop and to contribute to the good of the program. When camping, adults, like Scouts, help the adult patrol set up camp first before setting up camp for themselves. All Dads, Moms and legal guardians are encouraged and are invited to attend the campout unless the campsite is a Boy Scout Camp. There is a commitment fee and food buying fee for each adult who attends a campout. If the campsite is a Boy Scout Camp, then attendance is restricted to registered adult leaders attending with the Scouts. The troop usually has

one campout a year that is a Family Campout where families are invited (includes younger siblings).

Should it be necessary to cancel or terminate a campout for hazardous conditions or other reasons, a determination will be made by the Scoutmaster, the Committee Chairman and the Camping Committee Chairman. Every effort will be made to have a make-up outing for the opportunity to achieve the outdoor requirements.

TROOP 205 ALWAYS TRAVELS IN FULL PROPER UNIFORM TO AND FROM EVENTS/CAMPOUTS. This is a requirement of BSA insurance.

CHAPEL SERVICES

It is the policy of the Troop to provide well-prepared non-denominational services when our outings extend to Sunday. Although not mandatory, Scouts and Scouters are encouraged to attend these services. The chapel services are the responsibility of the Scout Chaplain Aides. Any Scout who requires a certain form of religious service should make his needs known to the Scoutmaster. Class A uniforms are required.

SUMMERCAMP

Our Troop traditionally attends Summer Camp at Worth Ranch which is a Longhorn Council Camp near Palo Pinto, Texas. This camp offers a very good first-year camper program called Hammer Patrol where a lot of the outdoor requirements for Tenderfoot through First Class Ranks may be earned. First-year campers also have the opportunity to complete some of the more basic merit badges. Older Scouts have the opportunity to complete a wide range of merit badges and other outdoor activities. A prerequisite for new scouts to go to summer camp is the successful completion of at least a weekend campout.

We also typically have a second summer camp usually further away and of more interest to the more experienced scouts including High Adventure activities. A prerequisite for the second camp is the successful completion of the week long camp at Worth Ranch.

Summer camps are usually a week long, running from Sunday until the next Saturday. The Scouts will sleep in canvas sidewall tents on wooden pallets provided by the camp. Since this is a weeklong program, the Scouts may want to bring a cot to sleep on and a storage container, like a trunk, that will fit under his cot. Please make sure that the container has a locking device of

some sort. We will provide parents/guardians with all information about cost and necessary paperwork.

EQUIPMENT

We believe that a Scout does not need everything that a store will try to sell you when you join a troop. Equipment also does not need to be the most expensive, especially boots, because you will outgrow them quickly. You should start with the essentials. You can purchase most of the items you need at the Scout shop but you aren't required to. You can also purchase them from local sporting goods stores or mail-order houses such as Cabela's, Academy, Sports Authority, Coleman, and Campmor.

Don't let a sales person sell you the most expensive pack or sleeping bag. Look around, look at older Scouts' gear and ask them where they got it. Add equipment a little at a time instead of all at once. And, most of all, mark everything with your name and then take care of it so that you will not have to replace it.

MINIMUM REQUIREMENTS:

- Scout Handbook -- **Absolutely Necessary!** (Bring to ALL meetings & outings) The handbook is a valuable tool and is a record of the scout's advancement throughout his Scouting career. Recommend a book cover or purchase the spiral bound version to survive the wear and tear.
- 2-man tent (At this time, the Troop does not have any tents to loan. Check with a buddy to share a tent)
- Waterproof ground cloth (6-mil plastic sheeting from the hardware store)
- Flashlight with extra batteries
- Sleeping bag (20-degree rating is fine) or 2-3 blankets
- Bag of some kind to carry your gear (day pack or school backpack is fine)
- Rain gear
- Pocketknife (inexpensive and small--must earn Totin' Chip to carry)
- Toiletries (soap, toothbrush/paste, comb, toilet paper, towel)
- Water bottle or canteen
- Jacket, sweater, or sweatshirt
- Gloves or mittens (cold weather)
- Mess kit (spoon, fork, plate, bowl, cup)
- Sun protection

OPTIONAL ITEMS:

- Backpack
- Compass
- Foam sleeping pad or air mattress (recommended for winter camping)

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- Cot (recommended for summer camping)
- Personal first aid kit
- Sewing kit
- Notepad and pen or pencil
- Camera and film
- Stocking Cap (cold weather)
- Hiking boots or sturdy shoes, with extra laces
- "Tennis" shoes or moccasins (to be worn in camp to give your feet a rest)
- Waterproof matches and firestarters (we can teach you how to make these)
- Thermal underwear (cold weather)
- Walking Sticks – for hiking purposes only (No Star Wars action)

Also, in cold weather, wool and synthetics are good choices because they dry quickly and will keep you warm even when wet. Some will even wick moisture away from your body, where it can evaporate more rapidly.

ITEMS NOT ALLOWED IN TROOP 205:

- Sheath knives, axes (The Troop has an ax for use by Scouts who have earned their Totin' Chip)
- Electronic devices (cell phones, radios, Walkmans, games, etc.)

One other word about sharps (pocket knives, hatchets, axes and saws): you must have earned your Totin' Chip and have it in your possession in order to carry or use them. **A Whittlin' Chit from Cub Scouts is NOT enough.**

ADVANCEMENT

Advancement is a method used by the Scouting program to teach those skills and attitudes which are necessary to make a good man and a good citizen. You learn by competing not against other Scouts but against standards set forth in the Scout Handbook. Advancement sets a pattern of setting and reaching positive goals throughout your life. It's not one of the primary aims of Scouting, but advancement is a natural byproduct when your Scouting experience is acquainting you with the BSA ideals, the patrol method, the outdoors, association with adults, personal growth, leadership development, and the Scout uniform. It's easy to advance by following these four basic steps:

1. Learning
2. Testing
3. Review
4. recognition

RANK ADVANCEMENT

The requirements for the ranks of Tenderfoot through First Class include a range of outdoor and citizenship skills and prepare you to take full advantage of all that Scouting has to offer. Star, Life, and Eagle requirements focus on service to others and developing leadership skills.

Requirements for each rank are outlined in the Boy Scout Handbook. You can work on advancement requirements with your parents or other family members, with other Scouts, and with adult Scout leaders. This can be done on your own, in patrol and troop meetings, and during troop outings such as hikes and campouts. A good rule of thumb is to try to complete one or two rank requirements at each troop meeting.

Scout skills cannot be mastered by performing them just once. You will have many opportunities to practice each skill, and you will be thoroughly tested on each requirement before it is "signed off". In addition, expect to practice each skill repeatedly, even after it has been signed off. As you progress, you will also have opportunities to teach these skills to less experienced Scouts, which will further reinforce your knowledge and skill.

As you complete each requirement, you will be tested and signed off in the BACK section of your handbook by the Scoutmaster or by someone he designates. This person must be an assistant Scoutmaster. Another, more experienced Scout, First Class and above, can witness a requirement, but it must be signed off by an adult leader. **In Boy Scouts, troop leaders, rather than parents, sign off advancement requirements.**

It's up to you to take advantage of the advancement opportunities available to you and to take initiative to ask for someone to test you when you are ready. You are responsible for keeping your own personal advancement record in your Handbook. You should also record your service hours, campouts, troop activities, and leadership positions in your Handbook.

You must earn the ranks in order, but you may complete any requirement for Tenderfoot through First Class at any time. (For example, you may complete a First Class requirement before finishing your Tenderfoot requirements, but you must earn Tenderfoot rank before you are awarded Second Class and First Class ranks.)

You will be meeting regularly with the Scoutmaster or an Assistant Scoutmaster to discuss your activity in the troop and your understanding and practice of the ideals of Scouting. This Scoutmaster conference is also used to discuss your goals and accomplishments and is required for each rank advancement. This conference should be an enjoyable experience during

which you can discuss with the Scoutmaster your accomplishments and set new goals for yourself.

You do not have to wait until you have completed the requirements for a rank in order to ask for a Scoutmaster conference. You may talk with the Scoutmaster or an Assistant Scoutmaster at any time that is convenient to both of you. However, for a Scoutmaster conference to count toward rank advancement it must take place after all other requirements are complete and before the Board of Review. At this required conference the Scoutmaster or Assistant Scoutmaster will also help you determine whether or not you are ready to go before the Board of Review and tell you what to expect at the Board of Review. Sign-ups are required for Scoutmaster Conference prior to the Monday night meetings in which the Scout is requesting a Scoutmaster Conference. See our Advancement Chairman for the sign up sheet.

After this Scoutmaster conference, you may sign up for the next Board of Review on the signup sheet that will be available from the Advancement Chairman at each troop meeting. The Boards of Review, which are normally held once a month, are composed of three to six registered members of the troop committee. (Eagle Boards of Review are arranged through the Mustang District Advancement Chairman.) The Board of Review may not include the Scoutmaster, Assistant Scoutmasters, or your family members.

The purpose of the Board of Review is not to retest you but rather to ensure that you have completed all of the requirements, to find out how you're doing in your patrol and in the troop, and to encourage you to advance toward the next rank.

You need to have your Boy Scout Handbook and be in Class A uniform when you appear before a Board of Review. At the beginning of the review, the president of the board will bring you into the room, introduce you to the board, and invite you to be seated. During the review the board will discuss your development along your trail to Eagle, ask you questions about skills that were required for your particular rank, and evaluate you in terms of troop activities and readiness for the next rank. They will NOT ask you to demonstrate any of the required skills. The Board of Review is also a time for you to ask any questions you might have and to give feedback to the troop committee about activities and your Scouting experience in Troop 205 and in your patrol. At the end of the review you will be asked to leave the room while the board discusses your qualifications. The board will then call you back into the room and inform you, either that you have been approved for the next rank or what additional actions you must take to qualify. In most cases the only thing that would hold you back is not having something signed off in your handbook.

After passing the Board of Review, you will be recognized in front of the troop as soon as possible. You will receive your new rank patch shortly after, usually at the next troop meeting. You will be formally recognized for your rank advancements and merit badges in front of family and friends during a ceremony at a Court of Honor. At this time you will be presented with your wallet-sized certificate card and a rank pin ("mother's pin"). After reaching the rank of Life Scout, you will meet with one of the adult leaders in the troop, who will be assigned as your Eagle Advisor. At this meeting you will receive your Life to Eagle packet and discuss ideas and suggestions for your Eagle Service Project. This project must conform to special guidelines that have been outlined by the Boy Scouts of America. Your Scoutmaster, Troop Committee Chairman, and the Mustang District Advancement Chairman, as well as the benefiting organization, must approve your project before you begin carrying it out.

Parents Note: Parents are cautioned, however, that advancement should not become the sole reason a parent keeps a Scout in Scouting. Parents should encourage their son to make advancement in scouting his own personal goal rather than his parents' goal. Scouts, **not parents**, should make the routine telephone calls to Troop Leaders and Merit Badge Counselors concerning advancement, appointments and attendance. Part of the Scouting experience is for the Scouts to learn how to deal with adults.

SCOUT SPIRIT

To advance a rank in Scouting, the Scoutmaster has to sign off on a Scout Spirit requirement. This requirement is signed off at the time of the Scoutmaster Conference for every rank except Eagle where it is signed off by the district Eagle board.

The requirement states: "Demonstrate Scout spirit by living the Scout Oath (Promise) and Law in your everyday life."

This requirement is closely tied to the three aims of the program: 1) growth in moral strength and character; 2) participating citizenship; 3) development of physical, mental, and emotional fitness.

In determining Scout Spirit we look at the attitude of the Scout and how he behaves inside and outside of troop activities. We receive reports from the junior leaders, assistant scoutmasters and parents. Total behavior, troop activity participation, age and interest in being a Scout and trying to live the Oath and Law are all taken into account.

COMMUNITY SERVICE

Boy Scout Slogan: *Do A Good Turn Daily*

Boy Scout Oath: . . . *To help other people at all times; . . .*

Every Scout is expected to perform acts of charity and kindness and to develop a life long habit of community service and helpfulness towards his neighbor. Many Scouting awards and most of the ranks in Boy Scouts have a requirement to perform a certain number of service hours. An hour of service may be giving your time to our charter organization, your community, or for a neighbor. For the purpose of rank advancement, Scouts may count service hours performed to meet requirements from their school and church. However, work, which directly benefits the Scout himself, his troop, or the Boy Scouts of America, does not usually count towards rank advancement.

Scouts should seek out opportunities for performing community service and they should participate in the community service projects, which are scheduled by the troop.

SERVICE OPPORTUNITIES

Scouting for Food. A scouting activity that collects food for food banks in the North Texas area.

4th of July Parade. Troop 205 is invited to participate in the Park Glen Neighborhood Association 4th of July Parade and to lead in the presentation of the colors.

Fall Festival. Each year Alliance United Methodist conducts a Fall Festival. Scouts are needed on the scheduled Saturday to assist in the festival.

Other Opportunities. Occasionally the church will ask the Troop to participate in spruce up activities around the church grounds or playground.

Eagle Projects. Scouts working on Eagle projects will ask for volunteers to assist in "crewing" for the project. It is encouraged that all scouts be offered the opportunity to participate in the Eagle project.

MERIT BADGES

Earning merit badges allows you to discover your abilities and interests as you explore many fields and round out your skills. It introduces you to subjects that will perhaps become lifelong interests or a rewarding career.

There are more than 110 merit badges for you to choose from, each related to a career, hobby, or Scouting skill. You may earn any merit badge at any time, with Scoutmaster approval. Don't wait for someone to tell you when and which merit badge to work on. You don't need to reach a certain rank in order to be eligible. However, you should concentrate on achieving the rank of First Class before devoting a lot of time to working on merit badges.

Don't overwhelm yourself by trying to complete too many badges at one time. We recommend that you actively work on no more than two at one time until you reach the rank of First Class, and no more than five at one time thereafter. The only time limit for completing a merit badge is your 18th birthday, but we *strongly* discourage you from having more than eight unfinished merit badges at any given time.

You can find information about merit badge requirements in the appropriate merit badge pamphlets, in the current year's Boy Scout Requirements book and at www.meritbadge.com. Many of these are available in the troop library or at your public library. All of them are available from the Scout Shop. If you are finished using merit badge pamphlets that you own, please consider donating them to the troop library.

Here are the steps to begin work on a Merit Badge:

1. Get a blue merit badge card from the Advancement Chairman, fill in your name, address, and the name of the badge, and ask the Scoutmaster to sign it. Then get the name and phone number of a qualified counselor from the Scoutmaster or the committee merit badge coordinator. These counselors have applied and been approved by the Trailblazer District Advancement Committee and the Longhorn Council to work with Scouts on the specific merit badges for which they have qualified.
2. Call the counselor and set up an appointment. This can be at any place that is suitable to both of you. Along with a buddy (another Scout, a family member, or a friend), meet with the counselor. You do NOT have to work on the badge with another Scout, but a third person must be present any time you meet with the counselor. The counselor will explain the requirements for the merit badge and help you get started.
3. Work on the badge requirements until you complete them, meeting with the counselor (along with your buddy) whenever necessary. You must complete the stated requirements and satisfy the standards of each merit badge. The merit badge counselor may *encourage* you to do more than the requirements state but he or she may not *require* it. YOU (not the counselor, Scoutmaster, or Advancement Chairman) keep the merit badge card until you have completed the requirements and the counselor has signed the card. If you lose this card, you will have to start the badge over unless the counselor is

willing and able to vouch for what you already completed. If you change counselors for any reason, it is up to the new counselor whether or not he or she will accept the work you did with the previous counselor. (This situation comes up frequently because Scouts often leave summer camp still needing to complete one or more requirements for a merit badge they started at camp.) Normally the new counselor will ask you a few questions, and if the counselor is satisfied that you actually did the work that was signed off, he or she will accept it.

4. After you complete the merit badge and the counselor signs your merit badge card, he or she will keep the counselor's section and return the rest of the card to you. Make sure the back section of the card is initialed and dated for each requirement that you completed. Bring the rest of the card to the Advancement Chairman, who will keep the troop section of the card and return the Scout section to you.

You will receive your merit badge shortly after you turn in the blue card (usually the next troop meeting). Your wallet-sized certificate card will be presented to you at the next Court of Honor.

MERIT BADGE COLLEGES

Troop 205 participates in at least two Merit Badge functions that will give the Scout the opportunity to earn more Merit Badges. Summer Camps are a great opportunity for a Scout to earn multiple merit badges in addition to other High Adventure programs and rank advancement. Another function our Troop typically participates in is the Brazos Valley Merit Badge College, which takes place in January of each year at the Weatherford College. This program allows Scouts the opportunity to earn up to three merit badges in a classroom setting. There are other out-of-district Merit Badge colleges that put on similar programs. Not all requirements can be earned at a camp or at a MB college; some requirements require weeks of tracking and cannot be earned in a 5-day program. Scouts will have the opportunity to complete remaining MB requirements.

RECORD-KEEPING

Your advancement records are kept in three places--the Longhorn Council office, the troop Advancement Chairman, and yourself. The Council office keeps records supplied to them by the troop Advancement Chairman, who also keeps copies of these records for the troop and maintains advancement information on computer. You will receive three kinds of documents that you need to **KEEP IN A SAFE PLACE UNTIL AFTER YOU TURN 18** (or receive your Eagle Scout Award, whichever is later)! These documents are: your Scout Handbook with requirements signed and dated, your portion of completed blue merit badge cards, and the wallet-sized certificate cards for

rank advancement and merit badge completion. Make sure all of them are signed or initialed by the appropriate Scout leader. All of the cards are the same size and can be safely kept in plastic protector pages (available at Wal-Mart, etc.) which are designed for baseball and other sports cards. **IT IS VERY IMPORTANT THAT YOU KEEP THESE DOCUMENTS IN A SAFE PLACE AND DO NOT LOSE THEM!!!** If it should happen that there is a discrepancy or missing records, your personal records are your most important ally in proving what you completed and when.

COURT OF HONOR

Courts of Honors are scheduled quarterly, usually the last Monday of February, May, August and November. A pot luck dinner will be held prior to the February and August Courts of Honor. These are a bit more formal than the Pack Meetings you may remember from Cub Scouts. Scouts will be recognized for their accomplishments during the quarter. All parents should attend the Court of Honor to encourage and support all the Scouts in the Troop. Parents will also hear important announcements, policy changes, a Treasurer's report, and reports from the Committee Chairman and Scoutmaster. Special Courts of Honor will be held when a Scout earns his Eagle Rank.

THE TROOP'S YOUTH LEADERS

The troop is run by its boy leaders. With the guidance of the Scoutmaster and his assistants, they plan the program, conduct troop meetings, and provide leadership among their peers. Youth leadership positions are as follows:

SENIOR PATROL LEADER Top youth leader in the troop. He leads the Patrol Leaders Council (PLC) and, in consultation with the Scoutmaster, appoints other youth leaders and assigns responsibilities. The Senior Patrol Leader may delegate specific responsibilities to the Assistant Senior Patrol Leader.

ASSISTANT SENIOR PATROL LEADER Fills in for Senior Patrol Leader in his absence.

PATROL LEADER Gives leadership to members of his patrol and represents them on the patrol leaders council. Teaches skill to patrol members.

ASSISTANT PATROL LEADER Fills in for the patrol leader in his absence.

JUNIOR ASSISTANT SCOUTMASTER Assists Scoutmaster and Assistant Scoutmaster.

INSTRUCTOR Teaches basic Scouting skills in troop and patrols.

TROOP GUIDE Supports patrol leaders in teaching skills to patrol members. Assists in the Trail to First Class program.

QUARTERMASTER Responsible for troop supplies and equipment.

SCRIBE Keeps a record of and publicizes troop activities.

BUGLER Provides appropriate musical emphasis to ceremonies and campouts.

TROOP HISTORIAN Collects and maintains troop memorabilia.

LIBRARIAN Keeps troop books, pamphlets, and magazines in order.

CHAPLAIN AIDE Assists with troop religious services.

DEN CHIEF Assists Den/WEBELOS Leaders with their Cub Scout

PATROL LEADERS' COUNCIL

All of the Patrol Leaders make up the governing body of the troop called the **Patrol Leaders' Council (PLC)**, which is headed by the Senior Patrol Leader. The PLC conducts a troop program planning conference in August to outline the troop activities for the coming year. The PLC meets each month to take this outline and plan the details of troop meetings and outings for the coming month. The monthly PLC meetings are usually scheduled the last Wednesday of the month at 7:00pm at AUMC. The PLC is composed of the following voting members: Senior Patrol Leader, the Senior Patrol Leader's Staff, and Patrol Leaders. Only members of the PLC and invited guests should attend this meeting.

All of our youth are required to attend a Troop 205 JLT training program as a requisite to any troop leadership position. These are typically offered twice a year.

Attendance Requirements for Leadership Positions: See Appendix D.

UNIFORM

Since 1910, the Boy Scout uniform has been a recognizable part of the American scene. Wearing the uniform helps boys develop a sense of belonging to their patrol and troop. It reinforces the fact that all members of the BSA are equal to one another. People seeing a boy in a Scout uniform

expect someone of good character who is prepared to the best of his ability to help those around him.

The proper uniform for most activities in Troop 205 is the Boy Scout field uniform (occasionally misnamed "Class A"). This uniform consists of the khaki tan Scout shirt (long-sleeved is acceptable but short-sleeved is more practical in our climate), troop t-shirt (worn under the Scout shirt; one is included in your initial joining fee), troop neckerchief (one is also included in your joining fee), olive green Scout shorts or trousers, olive green Scout belt, olive green and red Scout cap (baseball style, your choice of mesh or woven) or other Boy Scout related cap, and olive green and red Scout socks (long socks are worn with Scout shorts). In addition, you will need to purchase and wear the Longhorn Council service patch (your choice of several available designs), red shoulder epaulet covers (the little red sleeves that go around those long button-down flaps on the uniform's shoulders), the patrol emblem of the patrol to which you are assigned, and a Scout neckerchief slide. All of these items except for the custom troop t-shirt and neckerchief can be purchased at the Scout shop nearest you:

Longhorn Scout Shop
4917 Briarhaven Rd.
Fort Worth, Texas 76109-4498
(817) 763-0717

Bedford Scout Shop (just off Airport Freeway - Hwy. 121 / 183)
1327-C Brown Trail
Bedford, Texas 76022
(817) 282-7804

Arlington Scout Shop (in the Clockery shopping center)
2401 W. Pioneer Pkwy.
Pantego, Texas 76013
(817) 861-8997

Lewisville Scout Shop (in the shopping plaza behind McDonald's)
2305 S. Hwy. 121
Lewisville, Texas 75067
(972) 316-0672

Part of your troop joining fee includes the specially-designed troop neckerchief, a troop t-shirt, the red should loops and a one-piece troop numeral patch. The t-shirt is to be worn under the Scout shirt when in field uniform. Additional neckerchiefs and troop t-shirts are available for purchase from the troop store.

The neckerchief provided upon joining the troop is a plain green neckerchief and upon a scout earning the Tenderfoot Rank will be exchanged for an embroidered neckerchief at the next Court of Honor.

For information on placement of patches and other insignia, please see the inside front cover of your Scout handbook. In addition, the Insignia Guide (BSA pub. #33066A), provides more detailed information and shows placement of less common items.

You need to wear your field uniform to all Scout functions unless otherwise announced. All insignia, including rank, position, patrol, and Quality Unit patches, should be current. At Courts of Honor and other formal occasions, if you've earned merit badges, you should also wear your merit badge sash with merit badges attached. If you've earned it, you should wear of the Order of the Arrow sash only to OA functions.

For some activities the Boy Scout activity uniform (occasionally misnamed "Class B") is more practical and appropriate. This uniform is basically the field uniform with the Scout shirt removed. Your patrol leader or the senior patrol leader will tell you when this uniform should be worn.

We are currently collecting "experienced" uniforms to stock a uniform bank. This collection will enable Scouts in our troop to have a uniform even if they are experiencing financial difficulty. If you have uniform parts in good condition that you've outgrown or that you've found at thrift shops or garage sales, please consider donating them to our uniform bank. Please contact the troop committee member in charge of the uniform bank for more information on donating or obtaining uniform bank info.

TROOP COMMUNICATIONS

Information is being passed to you at every Scout meeting and outing you attend. **You are responsible for getting the information you missed** if you are absent. Normally you will call your patrol leader or assistant patrol leader for this information. If you are the patrol leader, you will call the senior patrol leader or assistant senior patrol leader. You also need to take whatever steps are needed to see to it that the necessary information reaches your parents or guardians.

Some information will come to you in written form, such as handouts, flyers, permission slips, etc. This written material is placed in each Scout's folder in the file folder crate that is at each troop meeting. It's a good idea to carry your white Boy Scout Resource Notebook with you to every meeting and outing to help you to make sure those papers make it home safely. It's also wise carry a notepad or notebook paper with you so that you can write down information that is passed to you verbally.

What if you have questions about that information, or missed a meeting and need to find out what you missed? The first person you should contact is your Patrol Leader (PL). If he's not available, contact your Assistant Patrol Leader (APL). If they don't know the answer, they should contact the Senior Patrol Leader (SPL) or they may suggest that you contact him. If you can't reach either your Patrol Leader (PL) or Assistant Patrol Leader (APL), call the Senior Patrol Leader (SPL) or Assistant Senior Patrol Leader (ASPL). As a last resort, contact your Troop Guide (your patrol's advisor), the Scoutmaster (SM), one of the Assistant Scoutmasters (ASM), or the Troop Committee Member (CM) responsible for that particular functional area--such as the Outdoor/Activities Chairman for information on outings, the Advancement Chairman for advancement issues, etc.

There is also a Troop 205 web site on the internet at:

<http://www.troop205tx.org/>.

ADULT VOLUNTEERS

Adult volunteers fill one of two roles. They may take Basic Leader Training and serve as a uniformed leader who works with the Scouts on a regular basis during weekly meetings and monthly outings. Or they may provide support for the troop through the troop committee. All adults are encouraged to participate in the many training courses offered by the Mustang District, see the Longhorn Council website. Many of our own leaders that have taken these courses now assist with teaching them!

The adults who work directly with the Scouts are the Scoutmaster and the assistant Scoutmasters. One of the most important jobs of the Scoutmaster corps is to train and guide the junior leaders in running THEIR troop. As the scouts assume the various leadership positions within Troop 205, they can expect both formal leadership training and informal coaching from their Scoutmaster, assistant Scoutmasters, the troop committee, and your fellow junior leaders.

The troop committee provides the support that makes the program planned by the Patrol Leaders' Council a reality. A Committee Chairman organizes and delegates the tasks within the committee. Other key members of the committee are the Secretary, Treasurer, Outdoor/Activities Chairman, Advancement Chairman, Equipment Coordinator, Chaplain and assistant, and Training Coordinator.

ADULT PARTICIPATION

The Troop welcomes and encourages adult participation. Participation can range from a position of leadership on the Troop Committee, performing the

role of an Assistant Scoutmaster, acting as a merit badge counselor, driving to or attending campouts, attending weekly meetings, or just assisting the Troop when called upon. Each individual needs to decide how much time he or she would like to give to the program but please know that even though we have lots of involved parents, your assistance is welcome and would be beneficial to the Troop and your son. For the most part, the Scouts who stay with the program and advance the furthest seem to be the ones whose parents show an interest in the Troop and give some time to the program. Please contact either the Committee Chairman or Scoutmaster to discuss how you can help.

PARENTS

The BSA recognizes that no activity can be successful without participation and work. Each Scout accepts responsibility to his Patrol and to the Troop to support its activities. Occasionally, the Scouts need parents to participate in this process. Individually, Scouts need parental support to accomplish Scouting Projects or Merit Badges. Each requirement for Advancement and Merit Badges is “signed off” by approved Adult Patrol Advisors, Scout Instructors, and Merit Badge Counselors. Parents therefore cannot evaluate or approve work for their son as they did in Cub Scouting. We ask that the parents encourage their son(s) to read the Scouting materials and requirements pertaining to their current advancement activities.

The Scouts will need parental support for equipment, supplies, transportation or finances to support their activities. This type of parental participation is imperative for a successful Scouting experience. The Troop invites all parents to camp with the Troop and to visit campsites during the day. The adults should bring tents and cooking equipment for their use. The Scouts enjoy having their parents participate in this way since adults have their own campsite and can enjoy the great outdoors with their sons in a “separate but together” way.

Parents may serve the Troop in many ways. They may work with the Committee or after training serve as an Assistant Scoutmaster or Scoutmaster. There are many training programs offered by the Council for adults. Troop 205 joins with the Boy Scouts of America in seeking to provide protection from all harm for the Scouts. Troop 205 has pledged to strictly follow BSA’s policy of “two-deep leadership”.

There is a 2-hour Youth Protection Training Course designed to inform adult leaders about the law, Council policies, and potential abuse situations. Every Scouting activity will require that a Youth Protection trained adult be in attendance. Troop 205 encourages parents to attend one of these courses, so that they will be informed as to Council policies. The training is valid for 3 years.

You must carry the signed and dated Youth Protection card to Scouting activities in order to provide proof of certification.

Parents should become familiar with the Scouting Oath, Law, and philosophy when their son becomes a Scout. Support of these principles at home does a lot to help develop the Scouts of Troop 205 to become future leaders of our community. Remember to "Be Prepared" and "Do a Good Turn Daily."

Encouraging your son to go on as many campouts and other troop activities as possible. Hiking, camping and cooking need to be done on weekend campouts. Encouragement also means he will need some camping equipment. This need not be acquired all at once; however, he will need a warm sleeping bag almost immediately. Making sure he attends summer camp. A large percentage of the troop advancement typically occurs during the weekly summer camp session. The program is well organized and the mixture of outdoor experience, personal achievement and learning offered at camp is unmatched elsewhere. Not using Scouting as a disciplinary measure or as a reward for getting good grades in school. Scouting is as much an educational program as school or work. If you feel you must restrict your son's participation, please discuss it with the Scoutmaster. The troop is a team effort, and if one of the key players is going to be missing, the troop leaders need some advance warning. By making sure that when the time comes for your son to advance to the next rank that he has made an appointment with the Scoutmaster (he should make the appointment, not you) and that he has studied and thought about the list of topics to be covered during the Board of Review. If your son advances through the First Class Rank during the first year, he will generally gather momentum to carry him through Star and beyond. The sense of personal accomplishment tends to cultivate a desire for more. On the other hand, it is much more difficult to rekindle interest in advancement after a long period of inactivity. Once your son has advanced to First Class, he will have figured out the system and will be at ease in approaching the troop leaders for advice or counseling. From then on, periodic encouragement is really all that is necessary to keep him going all the way to Eagle.

SCOUTMASTER AND ASSISTANT SCOUTMASTERS

The Scoutmaster is the adult leader responsible for the troop's image and program. The Scoutmaster and his Assistant Scoutmasters work directly with the Scouts. It is their duty to:

- * Provide orientation to new members.
- * Train and guide boy leaders.
- * Work with the committee to bring Scouting to boys.
- * Use the methods of Scouting to achieve its aims.
- * Meet regularly with the patrol leaders council for training and coordination in

- planning troop activities.
- * Attend troop meetings.
- * Attend troop committee meetings.
- * Conduct periodic parents' meetings to discuss the program and encourage parent participation.
- * Conduct Scoutmaster conferences for all rank advancement.
- * Supervise troop elections.
- * Facilitate the program using the proven methods of Scouting.
- * Consider participation in Council and District events as determined by the PLC.
- * Conduct all activities under qualified leadership, safe conditions, and the policies of the chartered organization and Boy Scouts of America.
- * Assist in developing the annual budget.
- * The Scoutmaster may assign an Assistant Scoutmaster to serve as a Patrol Advisor. This leader is responsible for assisting and guiding a specific patrol.

THE TROOP COMMITTEE

Although the Boy Scouts are, indeed, a “boy led” program, there is much “behind the scenes” work for the adults to do. This work is done by a group of volunteer men and women – usually former Troop members and parents of Scouts in the Troop. These volunteers make up the Troop Committee – a group of at least 3 that exists to give focus, direction and the support of adult resources to the overall program of Troop 205. A Troop Committee Chairperson leads the Troop Committee. The Troop Committee meets together with all interested parents as shown on the Troop Calendar. The Troop Committee is responsible to the chartered organization. The committee has many specific responsibilities, including the job of recruiting the best possible adult leaders (Scoutmasters) for the Troop operation.

The Troop Committee is always interested in finding parents interested in supporting the Troop through service on the Troop Committee. This is an ideal place for you to get involved with your Troop and to keep abreast of Troop activities or to contribute your own ideas. Every Scout is encouraged to have an adult in attendance.

The Troop Committee is comprised of a group of adult leaders charged with the duty to support the Scouting program and handle troop administration. These duties include but are not limited to:

1. Appointing a Scoutmaster
2. Carrying out the Policies and Regulations of BSA
3. Providing the ways and means to run a quality program
4. Obtaining and maintaining the troop's equipment
5. Supporting the Scoutmaster in establishing an adequate outdoor program

Following are brief descriptions of the different functional areas of the Troop Committee:

CHAIRPERSON

- * Organizes the committee to see that all functions are delegated, coordinated, and completed.
- * Maintains a close relationship with the chartered organization representative and Scoutmaster.
- * Insures that the troop leaders and committee members have training opportunities.
- * Interprets national and local policies to the troop.
- * Works closely with the Scoutmaster in preparing troop committee meeting agendas.
- * Calls, presides over, and promotes attendance at troop committee meetings.
- * Ensures troop representation at monthly roundtables.
- * Secures top-notch, trained individuals for troop leadership.
- * Arranges for charter review and re-charter annually.
- * Maintains and distributes troop policies and procedures.

TREASURER

- * Handles all troop funds and pays bills on recommendation of the Scoutmaster and authorization of the troop committee.
- * Maintains checking and/or savings accounts.
- * Assists the Committee Chairperson in preparing the annual budget.
- * Supports the Fundraising Chairperson.
- * Reports financial status to the troop committee.
- * Maintains individual accounts for Scouts.
- * Maintains stocks and conducts sales of Troop Supplied Items

SECRETARY

- * Keep minutes of meetings and send out committee meeting notices.
- * At each meeting, report the minutes of the previous meeting.
- * Handle publicity.
- * Maintains and distributes Troop policies and procedures.
- * Maintains Troop Calendar
- * Provide information for the family newsletter of troop events and activities.
- * Conduct the troop resource survey.

COMMITTEE QUARTERMASTER

- * Works with youth Quartermaster on inventory, storage, and proper maintenance of troop equipment. Coordinates equipment checkout.

TROOP 205 GUIDEBOOK FOR SCOUTS AND PARENTS

CAMPING CHAIRPERSON

- * Secures permission to use camping sites.
- * Files tour permits with Council office.
- * Coordinates troop transportation.

ACTIVITIES CHAIRPERSON

- * Coordinates troop activities other than overnight camping.

ADVANCEMENT CHAIRPERSON

- * Encourages scouts to advance in rank.
- * Arranges and conducts troop boards of review.
- * Conducts quarterly courts of honor.
- * Conducts special courts of honor.
- * Makes prompt reports as required to the Council office when a troop board of review is held.
- * Secures badges and certificates.

MEMBERSHIP CHAIRPERSON

- * Maintains troop membership records.
- * Coordinates annual re-chartering

SERVICE PROJECT COORDINATOR

- * Seeks out and coordinates service opportunities for scouts.
- * Maintains service hour log.

FUND RAISING COORDINATOR

- * Responsible for conducting periodic fund raising efforts.

MERIT BADGE COORDINATOR

- * Recruits merit badge counselors to support the merit badge program plan.
- * Develops and maintains a merit badge counselor list.
- * Works with Troop Librarian to maintain troop library.

ADULT TRAINING COORDINATOR

- * Encourages adult leaders to attend training.
- * Monitors Council training schedule.

CHAPLAIN

- * Encourages Scouts to earn their appropriate religious emblem.
- * Provides opportunities for Scouts to grow in their duty to God and their fellow Scouts.

CHARTERED ORGANIZATION REPRESENTATIVE

The Chartered Organization shall designate a person (usually a member) to serve as the Chartered Organization Representative. This person is the liaison between the Troop Committee and the Chartered Organization.

CODE OF CONDUCT

A primary objective of the Adult Leaders of Troop 205 is the safety of the boys. Misbehavior can be grouped into two types; safety and non-safety related incidents. The adult leadership would prefer not to inform the parents of every non-safety related incident regarding their son, however if the behavior is deemed sufficiently objectionable and habitual, the parents may be contacted. All incidents relating to the safety of a boy will be reported to parents. Please encourage your son to behave in accordance with Scouting principles as stated in the oath, law, motto and slogan. If safety related incidents are sufficiently objectionable or habitual, the parents will be required by the Troop Committee to attend Scouting functions with their son to ensure proper behavior. See the Troop 205 Discipline Policy in Appendix B.

TROOP RULES

- * Respect Others
- * Obey the Scout Sign
- * Do your best in following the Scout Oath and Law

Language

Part of the Scout Law that we all follow is that a Scout is courteous and a Scout should be clean in thought, word and deed. That means, among other things, that Scouts do not use foul language. The ability to speak and instruct effectively without profanity, hazing or degradation of human dignity is an attribute of a Scout. Scouts who have a problem with foul language, bad behavior or a negative attitude towards the troop or Scouting, will not advance until there is a change. We realize that the boys are growing and maturing and I take that into account. Note that we are stricter as they grow older and progress into the upper ranks.

Hazing, Initiations, Snipe Hunts, Harassment

All forms of hazing, initiations, ridicule, or inappropriate teasing are prohibited and will not be allowed. Snipe hunts are a form of hazing and are not allowed in the troop. Hazing is defined as any activity that causes the discomfort or harm of another for the enjoyment of the perpetrator.

Respect

All Scouts are expected to show proper respect to both Adult and Troop Leaders, and other adults and fellow Scouts. This shall include a “**No, Sir**”, “**Yes, Sir**”, “**No, Ma’am**”, or “**Yes, Ma’am**” in response to an adult and “**Please**” and “**Thanks**” to all. The Adult Leaders will not demand the respect of the scouts, but earn their respect by example and will also show the Scout respect. *We Nurture Respect, not drill it into the Scouts.*

TROOP MEETING RULES

- * Follow meeting agenda set forth by the Patrol Leader Council (PLC).
- * Class A Uniform to be worn
- * Bring Boy Scout Handbook to all Troop Meetings for updates and advancements.
- * Disruptions will not be tolerated at any time during the meeting.

- * Scouts will remain in meeting room unless a member of the PLC grants permission.
- * Be polite to all present (verbally and otherwise).
- * Cursing and name-calling will not be tolerated at any time.
- * Keep your hands and feet to yourself at all times.
- * Fighting will not be tolerated for any reason.

TROOP OUTINGS RULES

- * A water bottle and a hat are musts!!
- * Every Scout is expected to help set-up, maintain and tear down camp.
- * Every Scout is expected to fulfill their assigned Patrol Duties.
- * Every Scout is expected to participate in "scheduled" activities.
- * Scouts will remain at campsite unless the Scoutmaster or Assistant Scoutmasters grant permission or other designated trained leaders.
- * Scoutmaster or Assistant Scoutmasters are to be aware of the whereabouts of Scouts outside the camp area at all times.
- * Stealing or damaging property will not be tolerated.
- * No Scout or persons shall enter a tent without permission of the person assigned to that tent and an adult present at the time of entrance.
- * Scouts, at no time, shall PLAY with the fire.
- * Disruptions will not be tolerated at any time during a structured activity.
- * Be polite to all present (verbally and otherwise).
- * Cursing and name-calling will not be tolerated at any time.
- * Keep your hands and feet to yourself at all times.
- * Fighting will not be tolerated for any reason.
- * Scouts are expected to observe quiet time.
- * All Scouts will adhere to the Outdoor Code.

OTHER SCOUTING ACTIVITIES

Philmont Scout Ranch. Over the past few years we have been fortunate to have contingents to the premier BSA High Adventure Program. Philmont Scout Ranch provides an unforgettable adventure in sky-high backpacking country along hundreds of miles of rugged, rocky trails. Program features combine the best of the Old West - horseback riding, burro packing, gold panning, chuckwagon dinners, and interpretive history - with exciting challenges for today, such as rock climbing, burro racing, mountain biking, and .30-06 rifle shooting. It's an unbeatable recipe for fast-moving fun and the outdoors.

Spring Break Activity. The troop tries to have a long distance (250+ miles) activity during spring break. This includes visits to historic sites such as the Vicksburg Battlefield or the USS Lexington. Camping may or may not be a part of these activities.

Space Camp. We try to make a trip to Space Camp in Houston at least every other year in the fall which may include visits to the USS Texas Battleship and the San Jacinto Monument.

Religious Emblems. "A Scout is reverent." All Scouts show this by being faithful in their duty to God. You may go further and give a special service. This may qualify you for a religious emblem (*p. 413 - 416, Boy Scout Handbook*). Each faith has its own requirements for earning its emblem. You should contact your religious leader for further information if you are interested in earning your religious award. Workbooks for these awards can be purchased at the Scout Shop.

Order of the Arrow. The Order of the Arrow is a national brotherhood of Scout campers. The honor of becoming a member of the Order of the Arrow is one that you cannot set out to earn on your own. The members of your troop bestow this honor on you. This is done when you have proven yourself worthy of receiving it through active participation in troop activities. To be eligible for election into the Order of the Arrow, you must be an outstanding, unselfish camper, be at least First Class in rank and have 15 days/nights of camping within the past 2 years including 1 week at summer camp.

Twin Arrows Junior Leader Training Conference. The Twin Arrows – National Youth Leadership Training (NYLT) program is the Longhorn Council's premier Junior Leader Training program. There are four courses each year; each course covers a span of six days each. The spring and both summer courses are held at SR2 and the winter course is held at Camp Tahuaya. Scouts must be at least 13 years old (typically a few months prior to a course) and must be at least of First Class rank at the time of the application. We traditionally get two-three slots per course. The SM chooses

which Scouts will have the opportunity to go. Upon successful completion of the course, the Scouts may be asked back to staff future courses. The program began in 1964 and has been constantly updated to have the most current and comprehensive materials included. There are many traditions that are part to the program that have continued from the first course. It is considered an honor for Scouts to be picked to participate as candidates and also staffing of the courses.

BSA Lifeguard. This program is generally available at summer camp and will result, when successfully completed, in receiving a Lifeguard certificate. This is not an easy award to achieve. See details on page 409 of the *Boy Scout Handbook*.

TRANSPORTATION TO AND FROM OUTINGS

As an obligation of their son's membership in Troop 205, parents are expected to share driving and chaperoning of Scouts on campouts. A few important things to remember for Scouts regarding transportation to and from events:

Permission slips are required for all events and must be signed and returned by the date indicated on the form. This is necessary

Scouts should be sure to carry on their person sufficient money for a meal or snack on the trip (this is not included in the food or activity fees). It is not fair for drivers to pay for lunch or snacks and try to be reimbursed later. A sack lunch is another, alternative choice.

Scouts should be careful in the cars--they are guests of the driver. A "thank you" is appropriate and always appreciated by the driver. (A Scout is Courteous!).

Scouts are discouraged from driving themselves on outings. If a scout does drive, it is the national policy that other scouts may not ride with him.

Scouts are not to leave meetings or outings early without prior parental consent that should be communicated to the Scoutmaster and the Senior Patrol Leader.

Finally, friends of scouts who are not members of Troop 205 may attend an outing prior to joining with permission of the Scoutmaster.

YOUTH PROTECTION

Extensive guidelines for Youth Protection may be found in the Guide to Safe Scouting at <http://www.scouting.org/>. Here is a brief extract from that site:

- * Two-deep leadership. Two registered adult leaders or one registered leader and a parent of a participant, one of whom must be 21 years of age or older, are required on all trips and outings.
- * No one-on-one contact. One-on-one contact between adults and youth members is not permitted. In situations that require personal conferences, such as a Scoutmaster's conference, the meeting is to be conducted in view of other adults and youths.
- * Respect of privacy. Adult leaders must respect the privacy of youth members in situations such as changing clothes and taking showers at camp.
- * Separate accommodations. When camping, no youth is permitted to sleep in the tent of an adult other than his own parent or guardian.
- * Proper preparation for high-adventure activities. Activities with elements of risk should never be undertaken without proper preparation, equipment, clothing, supervision, and safety measures.
- * All aspects of the Scouting program are open to observation by parents and leaders.
- * Appropriate attire. Proper clothing for activities is required.
- * Constructive discipline. Discipline used in Scouting should be constructive and reflect Scouting's values. Corporal punishment is never permitted.
- * Hazing prohibited. Physical hazing and initiations are prohibited and may not be included as part of any Scouting activity.
- * Junior leader training and supervision. Adult leaders must monitor and guide the leadership techniques used by junior leaders and ensure that BSA policies are followed.

Remember Scouting is for Boys--let them do the work, plan the trip, cook the meals, etc. Work as much as possible through the youth leadership. If you take the lead, they will never learn how to do it themselves. It's OK if they don't do it the "right way" or "your way"--they will often learn more by doing it their way. Thus, we try to do everything possible through the youth leaders--but stand ready to support them when necessary.

Give the Scouts some space. If you are in the middle of everything, you have to deal with everything. It is better to keep your distance and deal only with those issues you wish.

We emphasize the patrol system. The troop is too large to camp, hike, etc., as one large unit. Also the patrol system is fundamental to Scouting. Thus, all activities are planned around patrols and each patrol should have its own campsite--slightly apart from the others. (But not so far apart that the Scoutmasters cannot keep track of them.)

TROOP 205 GUIDEBOOK FOR SCOUTS AND PARENTS

Recharter Fee Schedule - Effective September 1, 2001			
Month	Scouts	Quarter	Adult Leaders
January	\$36.00	1	\$10.00
February	\$33.00		
March	\$30.00		
April	\$27.00	2	\$ 7.50
May	\$24.00		
June	\$21.00		
July	\$18.00	3	\$ 5.00
August	\$15.00		
September	\$12.00		
October	\$45.00 (covers through the end of the following year)	4	\$12.50 (covers through the end of the following year)
November	\$42.00		
December	\$39.00		

TROOP 205 GUIDEBOOK FOR SCOUTS AND PARENTS

Discipline Policies

Troop 205

Behavior Expectations and Discipline Policy

WHAT WE EXPECT FROM OUR SCOUTS:

- Live by the Scout Oath, Law, Motto, and Slogan.
- Participate in meetings, events and fundraisers.
 - Help out his patrol and work as a team.
- Reasonable self-control when not under direct supervision.
 - Respect for other people's property.
 - Respect for adult leaders.
- Respect and obedience toward his youth leaders.
- Obedience when given a valid direct order by a youth or adult leader.
- Unwillingness to tolerate bad behavior, by himself or others.
 - Follow published Troop policies and guidelines
- But above all, to ENJOY SCOUTING!

Discipline Policy

Scouts of Troop 205 are responsible for following the Scout Oath (Promise) and Scout Law at all times. In addition, Scouts are responsible for following the instructions of youth and adult leaders and for behaving in a safe, cooperative, and conscientious manner. In any instance that a Scout shows flagrant disregard for those in a supervisory position (adult or youth), or matters involving safety, the Scout will be immediately suspended from troop activities and directly dismissed to parental supervision. For other infractions, the procedures listed below will be followed:

TROOP 205 GUIDEBOOK FOR SCOUTS AND PARENTS

The Senior Patrol Leader will counsel the Scout, explain the nature of the misbehavior, and offer suggestions for improvement.

An adult leader (with the Senior Patrol Leader) will counsel the Scout, explain the nature of the misbehavior, and offer suggestions for improvement.

Adult leadership will keep a written record of discipline problems. This record will be accessed only when a scout is being considered for extensive discipline or removal from the troop. This record is to be kept in a bound book that is kept in a secured location by the designated Assistant Scoutmaster.

If a Scout fails to respond appropriately to the provided guidance, the Scout's parent/guardian(s) will be notified and asked to intervene to correct the Scout's behavior problem. Parents may be asked to pick up the scout regardless of the distance or time of day.

If a Scout fails to respond to intervention by parent/guardian(s), the Scoutmaster and Troop Committee Chairman will schedule meetings with the parent/guardian(s) to develop a mutually agreeable plan to help the Scout correct the behavior. A first meeting without the scout would be followed by a second with the scout present. A decision will be made on requirements to be fulfilled by the scout in order to return to full participation in the Troop. This may include service work, reports, or other tasks deemed appropriate by the Scoutmaster and Committee Chairman. Parents feeling that the requests are too strenuous may appeal to the full Troop Committee.

In extreme situations, the Troop Committee may decide to require parental supervision during troop events and/or to restrict the Scout's participation in troop activities.

In the most extreme circumstances, the scout may be removed from the troop. This will only be done by vote of the Troop Committee (registered committee members only may vote) based on input from the Scoutmasters and from the scout and his parents.

In any case, the scout will be expected to apologize to those offended by his actions whether youth or adult. This may include a formal apology to the entire troop if the actions are deemed to have reflected on the troop.

This Troop Discipline Policy shall be renewed each March. A new copy will be distributed and signed by each member of the Troop.

TROOP 205 INFORMATION FORM

Date: _____

Scout's Name: _____ Age: _____

Parent/Guardian (Print): _____

Address: _____

Email: _____

Phone Numbers: H: ___ - ___ - _____ C: ___ - ___ - _____ W: ___ - ___ - _____

Secondary Contact Person(s): _____

Phone Numbers: H: ___ - ___ - _____ C: ___ - ___ - _____ W: ___ - ___ - _____

MEDICATION

I authorize, in my absence, a Troop 205 Scout Leader to administer **over the counter / prescription medicine*** (circle one, or both) to my Scout while participating in Scouting activities.

Parent Signature: _____ Date: _____

(*All medications must be in original packaging with the dosage clearly stated with the Scouts name.)

BEHAVIOR EXPECTATIONS AND DISCIPLINE POLICY

We have read and understand the Troop 205 "behavior expectations and discipline policy" and agree to abide by them.

Scout Signature: _____ Date: _____

Parent Signature: _____ Date: _____

TROOP 205 GUIDEBOOK FOR SCOUTS AND PARENTS



ALLIANCE UNITED METHODIST CHURCH

7904 Park Vista
Fort Worth, Texas 76137
(817) 581-1688
August 15, 2005

Dear Scout Groups:

I want to welcome you to another school year of meetings at Alliance United Methodist Church! I am the new pastor here at Alliance, and have had the opportunity to meet most of you who are members. For those of you who are not, I invite you to stop by the office some time so that I can meet you. Please know that I love kids, and am willing to do what I can to support your scouting programs.

I also want to let you know that our building is filled to capacity and over-flowing this fall. We have ten different scout groups meeting here, plus two other community groups – and all of that is in addition to the QACE basketball program and our own church meeting schedule. I ask for each of us to remember to respect the other groups in the building. I also ask all building users to remember that children are never to be unsupervised in the building. Please know that if children are unsupervised, then you are putting our ability to accommodate your group at risk. If you are leading a scout program and there are siblings of scouts there, please make sure they are in the room with you.

Again, welcome to Alliance. Please do not hesitate to call the church office if there is an issue or concern we need to address. I look forward to meeting you!

Shalom in Christ,

A handwritten signature in cursive script, appearing to read 'Ginger', is written in black ink.

Virginia O. (Ginger) Bassford
Senior Pastor
Alliance United Methodist Church
alliance.sr.pastor@sbcglobal.net

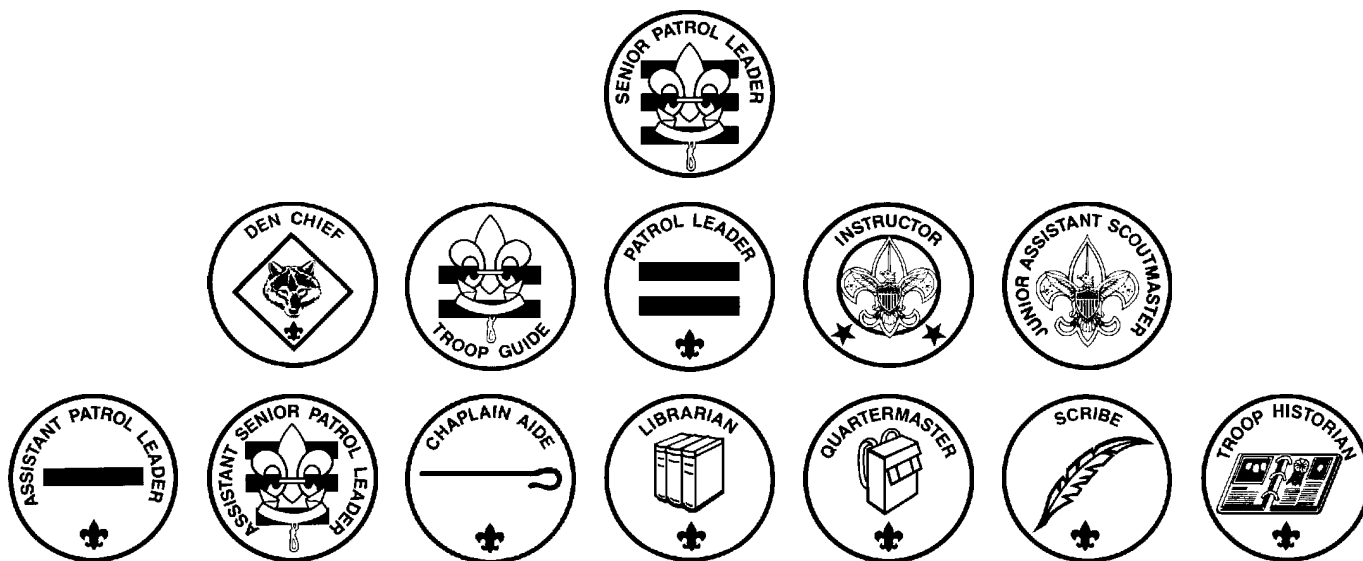
TROOP 205



ALLIANCE UNITED METHODIST CHURCH

FORT WORTH, TEXAS

Leading the way... ...since 1999



Scout Leadership Positions Duties and Responsibilities

ACKNOWLEDGEMENTS

TROOP 28, COLLEYVILLE, TEXAS

TROOP 336, FORT WORTH, TEXAS



Leading the way...

What does that mean?

Think about being a Cub Scout. You came to den meetings and did a lot of different and fun things. But who decided what to do and who planned the activities? The Den Leaders, right?

Sports teams are a lot of fun, too. But who decides who plays what position, who's on the starting lineup and when to substitute? The coach, right?

There is one thing that makes Scouting different from all other youth groups. Do you know what it is?

Well, it is not the uniform. Every soccer, basketball, and baseball team has a uniform. It is not the fun activities. There are a lot of other things that are fun. And it certainly isn't cleaning dirty pots and pans on a campout.!!

What makes Scouting special is that YOU make the decisions!

That's right! YOU run the troop. Baden-Powell made it very plain in Aids to Scoutmastership when he wrote,

“The best progress is made in those Troops where power and responsibility are really put into the hands of the Patrol Leaders.”

This is real decision making power. And it's not just Patrol Leaders. All of the troop leadership positions have a hand in making the Troop run. As a troop leader you will:

- Plan and run troop meetings,
- Pick troop outings, where to camp, what to do,
- Plan advancement opportunities for all troop members
- Select High-Adventure programs
- Determine troop policy
- Help other Scouts along the trail to Eagle.

Sound cool? It really is! The adults are there to provide support but YOU will be making the decisions.

Because being a leader is more than just sewing on a patch we have put together job descriptions for the troop leadership positions. They will give you a good idea of what each job is all about and what you will be required to do.

Here's how to be considered for a position. First read the job descriptions, qualifications, and job responsibilities. Then decide what you want to do and talk it over with your parents. You can also talk it over with other Scouts who have served in that position. Finally, get a troop job application form, fill it out, have your parent(s) read and sign it and turn it in.

So, are you ready to "Lead the way"? We sure hope so!

ALL LEADER POSITIONS

GENERAL LEADERSHIP RESPONSIBILITIES

Uniform: Set the example by wearing your uniform correctly. This means that you will wear all of the parts of the troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you say and do.

Attendance: Set the example by being an active Scout. Be on-time for meetings and activities. You must call the Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that the Assistant Senior Patrol Leader is ready to assume your responsibilities.



**Troop 205
Leadership Position Description**

SENIOR PATROL LEADER

GENERAL INFORMATION

Type: Elected by the members of the troop

Term: 6 months

Reports to: Scoutmaster

Description: The Senior Patrol Leader is elected by the Scouts to represent them as the top junior leader in the troop.

Comments: The Senior Patrol Leader is the focal point of the troop. He needs to attend as close to all troop functions as possible. One of the major parts of the SPL's job is to appoint other troop leaders. He must choose leaders who are able, not just his friends or other popular Scouts.

QUALIFICATIONS

Age: none

Rank: 1st Class or higher

Experience: Previous service as SPL, ASPL, PL, or APL

Attendance: 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 85% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

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

Runs the Patrol Leader's Council meeting.

Appoints other troop junior leaders with the advice and counsel of the Scoutmaster.

Assigns duties and responsibilities to junior leaders.

Assists the Scoutmaster with Junior Leader Training.



**Troop 205
Leadership Position Description**

ASSISTANT SENIOR PATROL LEADER

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months

Reports to: Senior Patrol Leader

Description: The Assistant Senior Patrol Leader is the second highest ranking patrol leader in the troop. The Assistant Senior Patrol Leader acts as the Senior Patrol Leader in the absence of the SPL or when called upon. He also provides leadership to other junior leaders in the troop.

Comments: The most important part of the ASPL position is his work with the other junior leaders. The ASPL should be familiar with the other positions and stay current with the work being done.

QUALIFICATIONS

Age: none

Rank: 1st Class or higher

Experience: none

Attendance: 50% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 80% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Helps the Senior Patrol Leader lead meetings and activities.

Runs the troop in the absence of the Senior Patrol Leader.

Helps train and supervise the Troop Scribe, Quartermaster, Instructor, Librarian, Historian, and Chaplin Aide.

Serves as a member of the Patrol Leader's Council.



**Troop 205
Leadership Position Description**

JUNIOR ASSISTANT SCOUTMASTER

GENERAL INFORMATION

Type: Appointed by the Scoutmaster

Term: 1 year

Reports to: Scoutmaster

Description: The Junior Assistant Scoutmaster serves in the capacity of an Assistant Scoutmaster except where legal age and maturity are required. He must be at least 16 years old and not yet 18. He's appointed by the Scoutmaster because of his leadership ability.

Comments: In many cases the JASM has the same responsibilities as an Assistant Scoutmaster.

QUALIFICATIONS

Age: At least 16 years old

Rank: Eagle

Experience: Previous leadership positions

Attendance: 75% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 80% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Functions as an Assistant Scoutmaster.

Performs duties as assigned by the Scoutmaster.



**Troop 205
Leadership Position Description**

PATROL LEADER

GENERAL INFORMATION

Type: Elected by members of the patrol

Term: 6 months

Reports to: Senior Patrol Leader

Description: The Patrol Leader is the elected leader of his patrol. He represents his patrol on the Patrol Leader's Council.

Comments: The Patrol Leader may easily be the most important job in the troop. He has the closest contact with the patrol members and is in the perfect position to help and guide them. The Patrol Leaders, along with the Senior Patrol Leader and Assistant Senior Patrol Leader are the primary members of the Patrol Leaders' Council.

QUALIFICATIONS

Age: none

Rank: none

Experience: none

Attendance: 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 80% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Appoints the Assistant Patrol Leader.

Represents the patrol on the Patrol Leader's Council

Insures Attendance is logged and Dues are collected

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.



**Troop 205
Leadership Position Description**

INSTRUCTOR

GENERAL INFORMATION

Type: Appointed by the Scoutmaster

Term: 1 year

Reports to: Scoutmaster

Description: The Instructor teaches Scouting skills.

Comments: The Instructor will work closely with both the Troop Guide and with the Assistant Scoutmaster for new Scouts. The Instructor does not have to be an expert but should be able to teach the Scoutcraft skills needed for Tenderfoot, Second Class, and First Class ranks. The troop can have more than one instructor.

QUALIFICATIONS

Age: 14 or older

Rank: 1st Class or higher

Experience: none

Attendance: 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 75% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Teaches basic Scouting skills in troop and patrols.



**Troop 205
Leadership Position Description**

TROOP GUIDE

GENERAL INFORMATION

Type: Appointed by the Scoutmaster

Term: 1 year

Reports to: Scoutmaster

Description: The Troop Guide works with new Scouts. He helps them feel comfortable and earn their First Class rank in their first year.

Comments: The first year as a Boy Scout is a critical time with new places, new people, new rules, and new activities. The Troop Guide is a friend to the new Scouts and makes first year fun and successful. This is an important position.

QUALIFICATIONS

Age: none

Rank: 1st Class or higher

Experience: none

Attendance: 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 90% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

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 in their first year.

Teaches basic Scout skills.

Coaches the patrol leader of the new Scout patrol on his duties.

Works with the patrol leader at Patrol Leaders' Council meetings.

Attends Patrol Leaders' Council meetings with the patrol leader of the new Scout patrol.

Assists the Assistant Scoutmaster with training.

Counsels individual Scouts on Scouting challenges.



**Troop 205
Leadership Position Description**

DEN CHIEF

GENERAL INFORMATION

Type: Appointed by the Scoutmaster

Term: 1 year

Reports to: Scoutmaster and Den Leader

Description: The Den Chief works with the Cub Scouts, Webelos Scouts, and Den Leaders in the Cub Scout pack.

Comments: The Den Chief provides a knowledge of games and Scout skills that many Den Leaders lack. The Den Chief is also a recruiter for the troop. This function is important because no troop can thrive without new members and most new members will come from Cub Scouting.

QUALIFICATIONS

Age: none

Rank: First Class or higher

Experience: none

Attendance: 75% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 75% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

In terms of attendance with your den, you are expected to attend 90% of den meetings and pack functions. You must inform the Den Leader if you will be absent.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Knows the purposes of Cub Scouting

Helps Cub Scouts advance through Cub Scout ranks.

Encourages Cub Scouts to join a Boy Scout troop upon graduation.

Assists with activities in the den meetings.

Is a friend to the boys in the den.

Helps out at weekly den meetings and monthly pack meetings.

Meets with adult members of the den, pack, and troop as necessary.



**Troop 205
Leadership Position Description**

ASSISTANT PATROL LEADER

GENERAL INFORMATION

Type: Appointed by the Patrol Leader

Term: 6 months

Reports to: Patrol Leader

Description: The Assistant Patrol Leader is appointed by the Patrol Leader and leads the patrol in his absence.

Comments: Substituting for the Patrol Leader is only part of the Assistant Patrol Leader's job. The APL actively helps run the patrol.

QUALIFICATIONS

Age: none

Rank: none

Experience: none

Attendance: 50% over previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 75% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

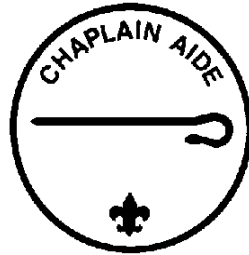
Helps the Patrol Leader plan and steer patrol meetings and activities.

Helps the Patrol Leader keep patrol members informed.

Helps the patrol get ready for all troop activities.

Represents his patrol at Patrol Leader's Council meetings when the Patrol Leader cannot attend.

Lends a hand controlling the patrol and building patrol spirit.



**Troop 205
Leadership Position Description**

CHAPLIN AIDE

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months

Reports to: Assistant Senior Patrol Leader

Description: The Chaplin Aide works with the Troop Chaplin to meet the religious needs of Scouts in the troop. He also works to promote the religious awards program.

Comments: "Duty to God" is one of the core beliefs of Scouting. The Chaplin Aide helps everyone in the troop by preparing short religious observations for campouts and other functions. The Chaplin Aide does not always lead the observation himself and can have other troop members help.

QUALIFICATIONS

Age: none

Rank: none

Experience: none

Attendance: 50% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 60% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Assists the Troop Chaplin 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.



**Troop 205
Leadership Position Description**

TROOP HISTORIAN

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months

Reports to: Assistant Senior Patrol Leader

Description: The Troop Historian keeps a historical record or scrapbook of troop activities.

Comments: The true value of a good Historian does not show up until years later. The Historian provides material for displays and presentations of current activities. In addition, the work of the Historian provides a link with the past.

QUALIFICATIONS

Age: none

Rank: none

Experience: none, but interest in photography is helpful

Attendance: 50% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 60% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

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.



**Troop 205
Leadership Position Description**

TROOP LIBRARIAN

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months

Reports to: Assistant Senior Patrol Leader

Description: The Troop Librarian takes care of troop literature.

Comments: The library contains books of historical value as well as current materials. All together, the library is a troop resource worth hundreds of dollars. The Librarian manages this resource for the troop.

QUALIFICATIONS

Age: none

Rank: none

Experience: none

Attendance: 50% over the previous 6 months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 60% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

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.

Issues vouchers for purchase of used merit badge books.



**Troop 205
Leadership Position Description**

TROOP QUARTERMASTER

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months

Reports to: Assistant Senior Patrol Leader

Description: The Troop Quatermaster keeps track of troop equipment and sees that it is in good working order.

Comments: The Quatermaster does most of his work around campouts. There are times when the Quatermaster has to be available to check equipment in and out.

QUALIFICATIONS

Age: none

Rank: none

Experience: none

Attendance: 50% over the previous six months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 60% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Keeps records on patrol and troop equipment

Makes sure equipment is in good working condition

Issues equipment and makes sure it is returned in good condition

Makes suggestions for new or replacement items

Works with the Troop Committee member responsible for equipment

Gets the US, troop, and patrol flags for meetings and ceremonies and puts them away afterwards.



**Troop 205
Leadership Position Description**

TROOP SCRIBE

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months

Reports to: Assistant Senior Patrol Leader

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.

Comments: To be a good Scribe you need to attend nearly all troop and Patrol Leaders' Council meetings.

QUALIFICATIONS

Age: none

Rank: none

Experience: none

Attendance: 50% over the previous six months

PERFORMANCE REQUIREMENTS

Training: You must attend the troop Junior Leader Training even if you have attended in the past.

Attendance: You are expected to attend 60% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.

Effort: You are expected to give this job your best effort.

SPECIFIC LEADERSHIP RESPONSIBILITIES

Attends and keeps a log of Patrol Leaders' Council meetings

Works with the Troop Committee members responsible for records.

Troop 205
Troop Leadership Requirement
Self Evaluation

Each scout must complete the following questions and return to their Scoutmaster prior to their Star, Life and Eagle Scoutmaster Conferences. Accepting one of the troop leadership positions (Senior Patrol Leader, Assistant Senior Patrol Leader, Junior Assistant Scoutmaster, Troop Guide, Instructor, Patrol Leader, Scribe, Quartermaster, Chaplain Aid, OA Rep., Den Chief, Librarian and Historian) are positions that should be taken seriously, and service credited towards rank advancements is something that should be earned. The purpose of the self evaluation is to give the scout a chance to describe what they learned and why they feel they have earned credit for the time in the position. This Evaluation will provide valuable feedback on how we can better help the scout and the troop.

1.) What was your leadership position and when did you hold this position?

2.) What did you do as part of your leadership position?

3.) How many troop activities did you serve in an active role in your position? Please describe; PLCs, troop meetings, campouts, other troop activities and Den/Pack activities as part of your tenure.

4.) Tell how you helped a scout complete a rank advancement requirement or a merit badge requirements in your role?

5.) What other leadership positions interest you and why?

6.) What did you enjoy most about this position?

7.) Do you feel that you have earned credit for this leadership position, if so why
