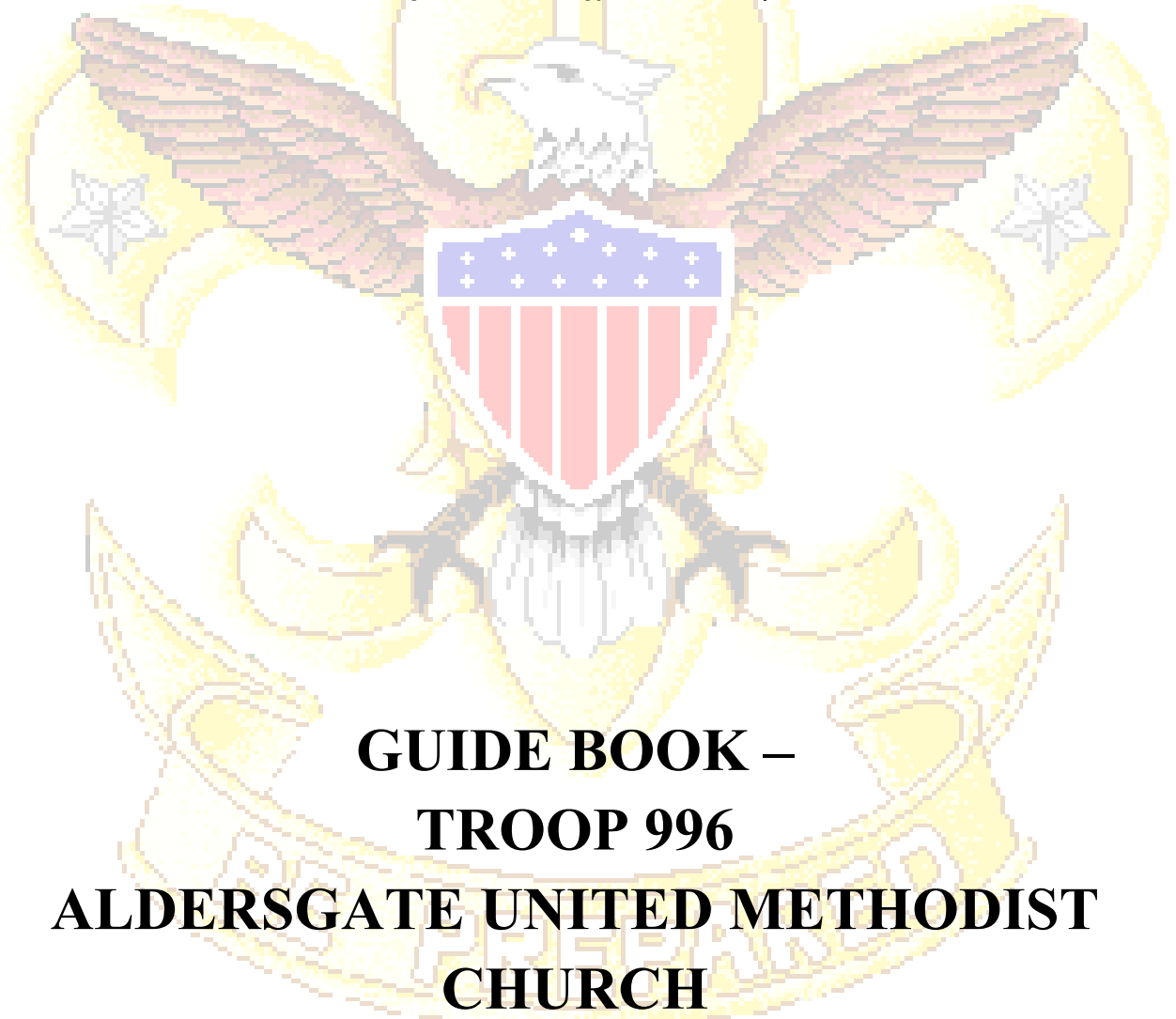


Welcome to TROOP 996 Alexandria VA



**GUIDE BOOK –
TROOP 996
ALDERSGATE UNITED METHODIST
CHURCH
ALEXANDRIA, VIRGINIA
COLONIAL DISTRICT
NATIONAL CAPITAL AREA COUNCIL -**

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1. WELCOME TO BOY SCOUT TROOP 996

Boy Scout Troop 996 has been sponsored by Aldersgate United Methodist Church since its inception in 1961. The Troop Committee and the Scoutmaster pledge to assist each Scout in the development of his duties to God and Country, to others, and to himself. We hope to develop an awareness of self-reliance, to improve individual and group skills, and to increase his abilities and knowledge, particularly those of the outdoors and nature.

Scouting involves more than the basic activities usually associated with the program, such as tying knots, cooking and camping. While this is an integral part of Scouting, Troop 996's program also includes both adventure and work, with emphasis on growth and advancement in all phases of character building, citizenship, acceptance of responsibility, planning, execution and evaluation.

Should a question arise or problems develop, please contact either the Scoutmaster or one of the Assistant Scoutmasters. Such contact is particularly necessary should any situation arise that may affect the Scout's relationship with his fellow Scouts, Patrol or Troop. This is not to say that Troop policies will change or action will be taken to address the problem every time such a situation arises. The Troop Committee will weigh the facts and determine what is to be done. The safety and well being of all Scouts is one of the primary objectives of the adults in the Scouting program. If there is no feedback from parents, the Troop Committee must assume that all is well within the Troop.

The Troop Committee and the Scoutmaster recognize that Scouting has become expensive and can be a strain on a household budget. Troop 996's program includes a variety of activities. No Scout should be prevented from participating for financial reasons. If financial difficulty arises, contact the Scoutmaster or a Troop Committee Member. All discussions will be held with the utmost confidentiality.

Troop 996 believes that it can be successful by being flexible and adapting to the changing times and interests of its members. Everyone's thoughts and suggestions to make this a better program are always welcome.

The following material has been written to assist new Scouts and their families in learning some of the rules and procedures that will help our Troop to remain successful and enhance each Scout's enjoyment of the program.

2. JOINING TROOP 996

A parent or guardian should accompany his/her son to a troop meeting at the time the decision is made to join Troop 996. A membership packet will be given to the parent for review and for completion of the necessary forms. The parent, with son, will meet with the Scoutmaster or Assistant Scoutmaster to discuss Troop 996's Scouting Program, Policy and Procedures. The boy will not be permitted to participate in any Scouting function until he is properly registered and all his fees are paid.

The Membership Packet includes:

- 1) Troop Guidebook
- 2) Application
- 3) Medical Form

- 4) Uniform Inspection Sheet
- 5) Latest Newsletter
- 6) Troop Calendar
- 7) Troop Organizational Chart
- 8) Troop Resource Survey

Each Scout's parent or guardian is asked to contribute to the Troop and its activities in some way. Many resources and talents are required to operate a Troop and to have a quality program. The Troop is in need of your help. Please return the forms to the Advancement Chairman as soon as possible. If the Troop Resource Survey does not address your abilities, discuss with the Scoutmaster or the Troop Committee Chairman ways you can assist the Troop.

We consider that each scout's parents have a voice in the troop and therefore are a member of the troop committee. As scout parents you are expected to participate in Youth Protection Training (YPT). This training can be taken on-line at: (www.boyscouts-NCAC.org/pages/30690_online_training_opportunities.cfm). This important training is required for adults and parents working with scouts. Aldersgate UMC also requires YPT for all staff and volunteers who have direct contact with youth in the church.

Scouting is an important part of your son's development as a contributing member of society. To this end you are invited and always welcome to take an active part in troop events to include the outdoor program.

3. BOY SCOUTS OF AMERICA - PURPOSE

It is the purpose of the Boy Scouts Of America to provide an effective program designed to instill within the youth desirable qualities of character, to train them in the responsibilities of participating citizenship, and to help develop their personal fitness, providing this country with citizens who:

- 1) Are physically, mentally and emotionally fit.
- 2) Have a high degree of self-reliance as evidence in such qualities as initiative, courage and resourcefulness.
- 3) Have personal and stable values firmly based on religious concepts.
- 4) Have the desire and skills to help others.
- 5) Understand the principles of the American social, economic, and government systems.
- 6) Are knowledgeable about and take pride in their American heritage and understand America's role in the world.
- 7) Have a keen respect for the basic rights of all people.
- 8) Are prepared to fulfill the varied responsibilities of participating in and giving leadership to American society and in other forums of the world.

4. BOY SCOUT OF AMERICA - MISSION STATEMENT

The mission of the Boy Scouts of America is to serve others by helping to instill values in young people and to prepare them to make ethical choices during their lifetime in achieving their full potential. The values we strive to instill are based on those found in the Scout Oath and Scout Law.

The Scout Oath or Promise:

On my honor I will do my best
To do my duty to God and my country and to obey the Scout Law;
To help other people at all times;
To keep myself physically strong, mentally awake, and morally straight

The Scout Law:

A Scout is: Trustworthy, Loyal, Helpful, Friendly, Courteous, Kind, Obedient, Cheerful, Thrifty, Brave, Clean, Reverent

Scout Motto:

Be Prepared

Scout Slogan:

Do a Good Turn Daily

5. BOY SCOUT PROGRAM - AIMS AND METHODS

The aims of Scouting are:

- 1) To Build Character
- 2) To Foster Citizenship
- 3) To Develop Fitness

There are eight methods of Scouting help achieve these aims. They are an integral part of everything the Troop does:

- 1) **Ideals** - The Ideals of Scouting are spelled out in the Scout Oath, Law, Motto and Slogan. The Scout measures himself against these ideals and continually tries to improve. The goals are high, and as he reaches for them, he has some control over what he becomes.
- 2) **Patrols** - The patrol method gives Scouts an experience in group living and participating in citizenship. It places a certain amount of responsibility on young shoulders and teaches boys how to accept it. The patrol method allows Scouts to act in small groups where they can easily relate to each other. These small groups determine troop activities through their elected leaders.
- 3) **Outdoors** - Boy Scouting is designed to take place in the outdoors. It is in the outdoors that Scouts share responsibilities and learn to live with each other. It is here where the skills and activities practiced at troop meetings come alive. More is discussed about the outdoor program later in this guide.
- 4) **Advancement** - Scouting provides a series of surmountable obstacles and steps to over come them through the advancement process. The Scout plans his advancement and progresses at his own pace as he overcomes each challenge. More is discussed about Advancement later in this guide.
- 5) **Personal Growth** - As Scouts plan their activity, and progress toward their goals, they experience personal growth. The good turn concept is a major part of the personal growth method of

Scouting. Boys grow as they participate in community service projects and do good turns for others.

- 6) **Adult Association** - Boys learn from the examples set by their adult leaders. Troop leadership may be male or female and association with adults of high character is encouraged at this stage in a young man's development.
- 7) **Leadership Development** - Boy Scouting encourages boys to learn and practice leadership skills. Every Scout has the opportunity to participate in both shared and total leadership situations. Understanding the concepts of leadership helps a boy accept the leadership roles of others and guides him toward the citizenship aim of Scouting.
- 8) **The Uniform** - The uniform makes the Scout troop visible as a force of good and creates a positive youth image in the community. Boy Scouting is an action program, and wearing the uniform is an action that shows each Scout's commitment to the aims and purposes of Scouting. The uniform gives the Scout identity in a world brotherhood youth who believe in the same ideals. More is discussed about the uniform later in this guide.

6. PARENT PARTICIPATION

It is recognized that parent interest in Scouting varies, for many reasons. The benefits that a Scout receives are directly proportionate to both the QUALITY and QUANTITY of parental support and participation. Please keep this in mind when your help is requested. In addition, encourage and assist your son in obtaining the most out of Scouting. He needs your support!

Any suggestions or questions that parents may have are more than welcome. Present them to any Committee Member or send a note with your son to any meeting. All parents are welcome to become a Committee Member or attend Committee Meetings.

In order to insure a successful program, parents will be asked to occasionally participate in an outing and/or provide transportation. A minimum of two (2) adult leaders is required on every outing.

Additionally, we encourage you to read the parent's guide "How to Protect Your Children from Child Abuse and Drug Abuse", a supplement which can be found in the front of your son's Scout Handbook. This booklet tells you what you can do with your child to prevent drug and/or child abuse along with an explanation about what Scouting is also doing. The prevention of Drug Abuse and Child Abuse are topics that the Boy Scouts of America and the Committee of Troop 996 take very seriously.

7. FEES & OTHER COSTS

Registration fees will be pro-rated based upon our April re-charter date. Payment by check made out to BOY SCOUT TROOP 996 is requested. The canceled check is your receipt. Troop registration for new Scouts is a one-time fee of \$75.00 and includes the Boy Scout Handbook, a Troop neckerchief and slide, red tabs and the first year dues. Troop dues are \$75.00, per year, which goes toward re-chartering, badges, Boy's Life and Troop equipment. Transferring Scouts will pay \$10.00, plus pro-rated dues and receive a Troop neckerchief. Scouts are expected to purchase a Troop T-Shirt (\$8.00).

Other fees may be required for Troop activities. The Troop will have to charge for most outdoor events to cover the cost of transportation, food, supplies and fees. The early knowledge of which Scouts will be participating in an activity greatly helps in the planning stages. Scouts who sign up for an event

and later are unable to attend must notify the Scoutmaster or an Assistant Scoutmaster PRIOR to the event.

Each Patrol plans its own menu for an outing and Scouts from that Patrol purchase the food. The Troop Treasurer will reimburse the purchaser upon presentation of receipts. Scouts who cancel out on an outing for which money has already been expended are not entitled to a refund.

Fund raising projects are a regular part of the Troop activities and help defray Scouting costs. Some of the money earned from these events goes toward Troop equipment and awards. All Scouts are encouraged to participate in fundraisers in order to insure that the financial requirements of the Troop are met. The Troop Financial Records are available for review by interested parents.

When the Troop collects fees we ask that all fees be turned in via an envelope. Place your name, purpose, amount paid and method of payment (i.e. cash or check) on the outside of the envelope. We ask that payments greater than \$20.00 be made by check to avoid having large amounts of cash on hand on the payment dates. Checks should be made out to "Boy Scout Troop 996".

If any financial difficulty exists, please contact the Scoutmaster or any Committee Member. The Troop wants all boys to be able to participate in the Scouting program regardless of their personal financial situation.

8. SCOUT UNIFORM

CLASS A UNIFORM — All scouts are required to wear the Scout uniform to all scouting activities, except Troop fundraisers or when Class B uniform is designated. Uniforms are required when traveling to and from outings. The uniform includes the official BSA shirt, pants, neckerchief, slide, belt and proper insignia on the shirt, as shown in the Boy Scout Handbook. All items are available at the Scout Shop in the Council Office (Bethesda) and in Ravensworth Shopping Center (Braddock Rd), Robcyn's (Bradlee Shopping Center, Alexandria, VA), and at Peebles (Marumsco Plaza, Woodbridge).

CLASS B UNIFORM — When announced, Scouts are permitted to wear the Troop T-Shirt or other Scouting T-Shirt with other clothing, as an alternate uniform.

MISCELLANEOUS UNIFORM ITEMS — The following items are considered part of the Class A Uniform for inspections:

- Official Scout Handbook
- Merit Badge Sash (if applicable)
- Full Uniform and Proper Insignia

Scouts in uniform are conscious of their rank and make a greater effort to advance. Only the uniform provides a place for display of badges - important symbols of achievement. Scouts have more fun, stay longer, and feel greater pride in advancement.

How the uniform can help a boy:

1. When smartly worn, the uniform can help build good troop spirit.
2. By investing in a uniform, a Scout and his parents are really making a kind of a commitment to take Scouting seriously.
3. The uniform makes the troop visible as a force for good in the community.

4. When properly worn on the correct occasions, it can attract new members.
5. Scouts in uniform create a strong, positive, youth image in the neighborhood, thus helping to counteract the negative feeling some adults have about youth.

The Scout uniform:

The following is the official scout uniform of Troop 996 is:

Provided by the boy:

Shirt (official tan w/)
Pants/Shorts (official khaki)
Flag, NCAC Council Patch
Belt (official khaki web belt)
Stockings (official khaki)

Provided by the troop:

Neckerchief w/ Slide
Troop 996 and Patrol patches
Red shoulder tabs
Rank badge and badges of office
Handbook

Official placement of insignia may be found on the inside front and back cover of the Scout Handbook.

PLEASE donate your Scout's outgrown uniforms. Troop 996 has a uniform bank, which gives uniforms to troop members.

9. TROOP MEETINGS

Troop 996 meets every Sunday from 3:30 to 5:00 PM in Founders' Hall at Aldersgate United Methodist Church. Exceptions due to outings, holidays, etc. will be announced at the Troop meetings.

10. MEMBERSHIP AND ATTENDANCE

Scouts are expected to attend all Troop and Patrol meetings and activities. The youth leadership is expected to attend Patrol Leader's Council (PLC) in addition to the Troop and Patrol meetings and activities.

The Scoutmaster will assign each new Scout to a Patrol as soon as possible and will participate in the new scout training program. New Scouts will be expected to participate in Troop and Patrol activities.

Scouts should be on time, in uniform and participate with good Scout Spirit. Scout Spirit is defined as living by the Scout Law and Scout Oath.

11. TROOP ORGANIZATION

The Troop is boy lead and operates by the patrol method. Each patrol is comprised of approximately six (6) to ten (10) Scouts. Each Scout is assigned to a Patrol, with a patrol emblem to be worn on the uniforms. The patrol emblems are provided by the Troop and the patrol leader. Patrols are encouraged to operate as independent units for many of their activities, such as camping trips, summer camp, etc. Patrol meetings, in addition to regular meetings, are encouraged and recommended. Each patrol will periodically elect their patrol leader. Scouts desiring to change from one patrol to another may do so with the approval of the Scoutmaster.

Leadership is one of the methods of Scouting. Every boy will have an opportunity to participate in leadership of the troop. The meetings are planned and carried out by the patrol leaders' council (PLC). The patrol leader assigns all duties for patrol activities. Understanding the concepts of leadership helps the boy accept the leadership of others and helps him to grow into a more responsible adult. The troop organization chart in this packet outlines the complete organization of the troop. The following is an outline of the duties of the key leaders within the troop:

Scoutmaster:

The Scoutmaster is the adult leader responsible for the image and program of the troop. The Scoutmaster and his or her assistant Scoutmasters work directly with the Scouts. The importance of the Scoutmaster's job is reflected in the fact that the quality of his guidance will affect every youth and adult involved in the Troop. Scouting policy is that there must be two (2) adult leaders at all Troop activities. The Assistant Scoutmasters provide this two deep leadership. In addition, they assist the Scoutmaster in performing his duties in guiding the Troop Program. The Troop Program and related activities will conform to BSA Safe Scouting Guidelines. The general responsibilities of the Scoutmaster include:

- Train and guide boy leaders.
- Work with other adult leaders to bring Scouting to boys.
- Use the methods of Scouting to achieve the aims of Scouting.

Assistant Scoutmasters:

Assistant Scoutmasters are recruited by the Scoutmaster and approved by the troop committee to assist the Scoutmaster in the operation of the troop. Assistant Scoutmasters are assigned program tasks by the Scoutmaster and provide guidance to the boy leadership. He or she also provides the required two deep leadership (two adult leaders present at every Boy Scout activity).

Senior Patrol Leader:

The senior patrol leader (SPL) is the top boy leader in the troop. He leads the patrol leaders' council and, in consultation with the Scoutmaster, appoints other junior leaders and assigns specific responsibilities as needed.

Assistant Senior Patrol Leader:

The assistant senior patrol leader (ASPL) fills in for the SPL in his absence. He is also responsible for training and giving direction to the quartermaster, scribe, historian, librarian and instructors.

Patrol Leaders:

The patrol leaders (PL) are responsible for giving leadership to the members of their patrols. They are their representation on the patrol leaders' council (PLC). The PL is also responsible for holding monthly patrol meetings outside of the regular troop meetings.

Assistant Patrol Leaders:

Assistant patrol leaders help the PL run the patrol and fill in for him in his absence.

Patrol Leaders' Council:

The patrol leaders' council (PLC) is made up of the youth leadership of the Troop. It consists of an elected Senior Patrol Leader (SPL), the Patrol Leaders (the Assistant Patrol Leaders, if the Patrol Leader cannot attend) and appointed leadership consisting of Assistant Senior Patrol Leader (ASPL), Troop Guide, Quartermaster, Scribe, Historian, Librarian, and Chaplain's Aide. Junior Assistant Scoutmasters and Instructors are expected to attend but it is not a requirement of their office. The PLC develops and

implements the Troop Program with the guidance of the Scoutmaster and the Assistant Scoutmasters. The Troop Committee approves the program.

The Troop Committee meets monthly to oversee the Troop administration, finances, records, programs, activities and advancement. The Committee Chairman is responsible for insuring that all Troop functions are properly delegated, coordinated and completed so that the Troop program is accomplished according to the policies of the BSA. All parents are encouraged to attend the monthly Committee Meetings.

The Chartered Organization Representative serves as the liaison between the Troop and Aldersgate United Methodist Church.

Please get involved. A Troop needs many adult volunteers to keep the program running and not overburden any one individual.

12. ADVANCEMENT

Advancement is the process by which youth members progress through the ranks in the Scouting program by the gradual mastery of Scouting skills. Ranks are simply a means to an end, not an end in themselves. Everything boys do to advance and earn these ranks, from the day they join until the day they leave the program, should be designed to help boys have an exciting and meaningful experience.

Boy Scout advancement, a four-step process:

1. ***The Boy Scout learns.***

A Scout learns by doing. As he learns, he grows in ability to do his part as a member of the patrol and the troop. As he develops knowledge and skill, he is asked to teach others. In this way, he begins to develop leadership.

2. ***The Boy Scout is tested.***

A Scout may be tested on requirements by his patrol leader, Scoutmaster, assistant Scoutmaster, troop committee member, or a member of his troop. The Scoutmaster maintains a list of those qualified to test and pass candidates.

3. ***The Boy Scout is reviewed.***

After a Scout has completed all requirements for a rank, he has a board of review. For Tenderfoot, Second Class, First Class, Star, Life and Eagle Palms, members of the troop committee conduct the review. Members of the Troop Committee and a Member of the District Advancement Committee conduct the Eagle board of review.

4. ***The Boy Scout is recognized.***

When the board of review has certified a boy's advancement, he deserves to receive recognition as soon as possible. This should be done at a ceremony at the next troop meeting. The certificate for his next rank will be presented to him at the next troop court of honor.

Since the Scout Advancement Program is an integral part of the learning experience, each Scout is expected to set certain attainable goals. All Scouts are encouraged to fulfill the requirements to progress

to their next Scout rank in a reasonable time. Scouts encountering difficulty in attaining their goals should discuss any specific problems with the Scoutmaster. Parents are welcome to join these discussions. Boards of Review will be held the first Troop meeting of each month.

A. PARENTS' PARTICIPATION IN THE ADVANCEMENT PROGRAM

The requirements of rank advancement through First Class are outlined in the Boy Scout Handbook. Scouts should be signed off on their advancement with their Patrol Leaders, a member of the Youth Leadership, the Scoutmaster or an Assistant Scoutmaster. Parents are encouraged to be familiar with the rank requirements and to help their Scouts learn their Scout skills. But advancement responsibility rests with the Scout. **PARENTS SHOULD NOT SIGN OFF ANY REQUIREMENTS FOR THEIR SON.**

Merit Badge procedures are listed on page 187 of the Boy Scout Handbook. The Troop maintains a list of counselors that are available, both within and outside our Troop. The parents' responsibility is to ENCOURAGE their son to achieve the next rank. The SCOUT should contact these counselors and make arrangements with them to get the badge requirements completed.

We would like to keep our Merit Badge Counselor List within the Troop up to date. If your hobbies or employment fall under one of the merit badge titles please let our advancement coordinator know and they will give you the necessary information needed to become a Merit Badge Counselor. For your son's benefit, you should not serve as a Merit Badge Counselor for your own Scout unless he is accompanied by another scout through the process.

B. SCOUT SPIRIT

Scout Spirit is a requirement that must be signed off for every rank above the rank of Scout. It should be the last requirement signed off before the Scoutmaster Conference. When a Scout has finished all of the other requirements, he must let his Patrol Leader know he is ready for Scout Spirit. The Patrol Leader brings the Scout's request for Scout Spirit to the next Patrol Leaders' Council (PLC). The PLC votes on each individual Scout's request. The areas the PLC looks at are:

1. Does the Scout try to live by the Scout Law and Oath?
2. Does the Scout come to the meetings in full uniform?
3. Is the Scout disruptive or unruly at meetings or outings?
4. Does the Scout participate in Scout events, from meetings to campouts to day events?
5. Does the Scout do his assigned job at meetings, campouts and day events?

If the PLC votes to approve Scout Spirit, the Patrol Leader will sign it off in the scout handbook. If the PLC does not approve Scout Spirit, the Scout may try again at the next PLC after showing improvement.

The Scoutmaster and Assistant Scoutmasters may override the PLC's vote (either way) based on extraordinary circumstances.

C. AWARD PRESENTATIONS

Recognition of advancement, achievements or activities will be made as follows:

- Rank badge will be awarded to the Scout at the earliest possible Troop Meeting following the fulfillment of the requirements.
- Formal recognition and a written certificate will be presented at the quarterly Court of Honor.
- Scouts are required to keep track of any documentation (Merit Badge and Rank Cards) issued to them from the Advancement Committee. These may be necessary as they advance to the next rank. A good way to store them is to use plastic baseball card sheets.

13. COURTS OF HONOR

When a Scout advances, he is recognized as soon as possible; preferably at the next unit meeting. However, formal recognition occurs at a public ceremony called a Court of Honor. Troop 996 holds a formal Court of Honor four times a year, at the end of each quarter. Parents, family, and guests are invited and encouraged to attend.

Aside from formal recognition for achievement, this provides an opportunity to hear details of the past three month's activities. It also produces incentive for other Scouts to advance. Every boy who advances in a quarter deserves to be recognized in front of his family. The court of honor is the boy's special night. Scouts are expected to be in full Class A uniform for a Court of Honor.

14. TROOP OUTINGS – OUTDOOR PROGRAM

Scouting is effective whenever we take advantage of its truth: The place where Scouting works best is also the place that boys want the most; the outdoors. Four good reasons why the outdoor program is so special are as follows:

- A. The outdoors is the best place for learning outdoor skills. How could it be otherwise? A Scout who tried to boil a potato on the gymnasium floor would be in hot water for sure - not to mention the boy who tried learning to swim by reading a book.
- B. The outdoors is a great place for learning something about living with others. When Scouts walk on the same trail, cook and eat together, and share triumphs and troubles together, they are going to find out some important things about, say, patience, respect for other points of view, doing their full share, making a friend more easily, and saying no without losing one. Skills like these are among the "personal growth" skills we want from every Scout. The outdoors is where they grow up best.
- C. On the trail or in camp, the boy's leaders will be challenged by the real thing - getting their patrols fed and sheltered, keeping them warm and safe, solving the problems they can solve, and knowing how to get help for those they can't. It's a time when leadership skills can deepen, patrols grow closer, and the troop grows stronger.
- D. The outdoors is also a place where a Scout can get closer to the natural world around him - the land, the forests and their wildlife, the lakes and rivers, the mountains and the seas. Here, in the outdoors, he will learn of the "land ethic" - the understanding and respect for the

environment we all share, and he will develop an active concern for its health and a willingness to work to keep it healthy.

Troop 996 has a very active outdoor program and all boys are encouraged to participate. Our program includes monthly weekend campouts, annual long-term summer camp (1 week), high adventure summer camp, day hikes, and other outdoor activities. These activities are designed to achieve the aims of Scouting and be fun at the same time. Troop 996 also sponsors an annual family campout where all families are encouraged to participate. Families are welcome on monthly campouts, if space allows. However, the troop will still function as a unit. Parents are encouraged and welcomed to participate in any and all activities. Here are some examples of Troop activities.

- Camping (Camporees, Prince William Forest, Big Mac, Antietam Battlefield Ceremony)
- One Day Outing (skiing, fishing,)
- Weekend Trips (USS Yorktown, Canoeing, North Anna Nuclear Plant)
- Week long summer camp at a BSA Camp (Goshen Scout Reservation – Camp Bowman)
- High Adventure Trips (Lenhok'sin Trail, Philmont, Northern Tier, Sea Base)
- Community or Council Service Projects, Good Turn Projects and Eagle Scout Projects
- Courts of Honor
- Fundraisers

All programs are based on Scout and parent input. If you would like to see something new please bring it to the Troop Committee or Patrol Leaders' Council.

15. SUMMER CAMP

You can't take the "outing" out of Scouting. Our Troop attends a week of summer camp each year at a nationally accredited Scout Camp. Summer camp provides unique advancement opportunities — and a lot of fun. Certain skills and merit badges may not be available anywhere else and the week's experience brings the Troop together. The cost compared to other youth camps is very reasonable. New Scouts are especially encouraged to attend camp. See the Scoutmaster for specific details on the current summer program.

16. MEDICAL FORMS and PERMISSION SLIPS

Permission slips and fees must be turned in to the adult trip leader at least one week prior to participation in each outing. (Long-range summer programs require fees to be turned in much earlier.) A parent or guardian must sign these slips. These slips authorize the adult leader in charge to seek medical assistance should a Scout have an accident or become ill. Scouts without permission slips may not attend the outing.

All scouts and scout leaders are required to have a completed up to date BSA medical form on file signed by a doctor and parent. These medical forms along with the permission slip are required for all scout outings.

17. CAMPOUT GUIDELINES

In the interest of the safety of all Scouts, as well as the enjoyment and successful learning experience of the Scouting program, common sense and good conduct is required at all times.

* Parents, please make sure your Scout has the appropriate clothing for anticipated weather.

When gathering for a campout after 5:00 PM on Friday evenings, the Troop will not be preparing a dinner. Please see that your son is well fed by either feeding him ahead of departure or having him bring a bag meal.

The following special rules should be noted:

- NO tree or fence climbing without specific leader permission
- NO participating in aquatic activities without proper adult supervision
- NO throwing of any objects except as part of an organized activity approved by adults
- NO use of cutting tools (axe, knife, etc.) or matches without successful completion of **Totin' Chip** Training and **Firem'n Chit** Training. In any case, saws and axes will only be used in a defined axe yard and under adult supervision.
- Scouts are not permitted to use or connect any gas appliances without successful completion of Troop 996's **Gas Chit** class.
- NO liquid flammable used to start campfires
- NO flames in tents
- NO sheath or hunting knives or folding **LOCK BLADE KNIVES** with a blade over 4" (inches) long. Kitchen knives may be kept in the cooking area and retained in the patrol box.
- NO bare feet are allowed except in water front areas, or for swimming. Sandal type shoes will be allowed for aquatic activities. At no time are open toe shoes to be worn in the axe yard or during meal preparation.
- NO radios, tape players and video games are allowed. Musical instruments are to be played at appropriate times only.
- NO use of matches without permission. Scouts are not to carry butane lighters.
- NO fireworks or pyrotechnics
- NO Scout will ride on the **OUTSIDE** of any motor vehicle. This restriction includes hanging or riding on bumpers, in trailers, in the beds of pickups, etc.
- NO Scouts are to walk in or through another campsite without permission of the other campers.
- NO trash will be thrown on the ground. The campsite **WILL** be left cleaner than it was found.

FAILURE TO COMPLY WITH THE ABOVE CAMPING GUIDELINES MAY RESULT IN THE SCOUT NOT BEING PERMITTED TO GO ON THE NEXT CAMPING TRIP.

18. EQUIPMENT AND PACKING

Troop 996 does not provide personal camping gear, other than tents. If you have a new Scout, don't rush out and spend lots of money on camping equipment yet. Start by reading pages 224 and 225 in your Scout's Boy Scout Handbook. Ask some of his fellow Scouts or his leaders what type of, pack and sleeping bag they should have and what they like and don't like about it and why.

Have your Scouts go on a camping trip using an old sleeping bag (or borrow one) and have him look around at the various types to see what may work best for him. Of course, you should look at the types of equipment and prices in several stores before making a decision.

PLEASE — do not bring anything on a campout that has a high monetary or sentimental value. We have discovered that things have ways of being misplaced or broken on campouts!

About Sleeping Bags — Synthetic filled bags should have 3 lbs. of fill, minimum, and a 4 lb. bag will usually be more than adequate. However, additional warmth can be provided by a wool or wool-blend “blanket-sheet” inner liner, and a blanket or two on top. Be sure that your Scout can stuff the sleeping bag by himself before you leave the store. Otherwise, he may have very difficult times on campouts trying to pack a sleeping bag that he can’t handle and turn what might otherwise be fun trips into ones of frustration.

Food — All food and drink that your camper will need for the weekend will be provided for a nominal fee decided upon by the Troop. When gathering for a campout after 5:00 PM on Friday evenings, the Troop will not be preparing a dinner. Please see that your son is well fed before arrival or brings a bag meal.

Identification — ALL clothing items that your son takes should be permanently marked with his name. Engravers work very well on plastic and metal such as cooking gear. Colored nail polish also works very well identifying utensils which tend to become intermixed.

Cooking – The Troop provides the Troop and Patrol cooking gear. We ask each boy to have a mug/cup, bowl and eating utensils. These do not have to be Boy Scout issue and can be more cheaply purchased at Wal-Mart or some other discount store. There is no need for a mess kit.

Pocketknife – The knife is the one piece of camping equipment that your son will keep and use as he grows older. A cheap knife will dull easily and be difficult to sharpen. While an official BSA knife is not necessary, it will gain a great deal of sentimental value. Otherwise purchase a good brand. Sheath knives are not allowed at Boy Scout functions. If you are not sure how good a brand is, check with leaders. Please find some way to put an identifying mark on your son’s pocketknife.

Hiking – Hiking is an essential part of Scouting. Good shoes are essential for a good hike. Most tennis shoes do not have enough support. Shoes should be broken in first. Wool socks should be worn as they do not retain moisture like cotton socks do. Sock liners should be worn, too. Many canteens that are available at a cheaper price so not hold up, water bottles are an alternative.

Tents– Troop 996 provides tents for each patrol. Tents are to be used by 2 scouts.

Raincoats/Ponchos – Raingear is essential to a happy weekend. While ponchos are inexpensive, they do not offer much protection. There are inexpensive lightweight coated nylon raincoats available.

What to bring on a campout:

Sleeping bag, Mess Kit, Sewing Kit
Foam Pad, Cup, Flashlight
Sweater, Soap, Scout Knife
Rain gear, Toothbrush, Watch
Clothes, Toothpaste, Personal ID
Canteen, Comb, Notebook
Silverware, Washcloth, Pen / Pencil
Towel, Boy Scout Handbook

Do Not Bring

MP3 / iPOD’s
Radios
Snack Food
Electronic Games
Firearms
Sling Shots

* Cells phones will secured by adult scout leaders upon arrival at the scout campouts / activities.

19. TROOP COMMUNICATIONS

Web Site and Troop Newsletter and email

As boys develop into adults, they need to assume responsibility for listening to announcements and taking necessary notes to insure that they are aware of upcoming activities and other pertinent information. At each Troop meeting announcements are made pertaining to updated information. If a Scout is unable to attend a regular Troop meeting, he is responsible for contacting his Patrol Leader or another Patrol member to obtain any information from that meeting. A monthly newsletter will be sent home. Any information a parent feels should be included in the newsletter should be given to the Committee Member in charge of the newsletter.

Communications outside of a regular meeting will be passed by telephone through the Senior Patrol Leader to each Patrol Leader and subsequently to each member. Scouts should contact their Patrol leader, if they need further information.

If you find you are not receiving required information, first discuss it with your Scout, and then contact the Scoutmaster or a member of the Troop Committee.

20. DAMAGE TO TROOP EQUIPMENT / PROPERTY

The Troop has invested a great deal of money in equipment for the use of the Scouts. Each Scout is expected to use and care for it as if it were his own. Scouts are responsible for the repair, replacement or reimbursement to the Troop for damage caused by a deliberate act or negligence.

21. TROOP HEALTH AND SAFETY

Parents — Required prescription drugs and non-prescription drugs must be given to the outing leader by the parent prior to departure with the Scout's name and written instructions for use. All medicines should be in the original container. If your son takes medication on a regular basis, **PLEASE** be sure he has them on all Troop outings.

At Troop 996, we consider the health and safety of every member to be very important. At times the Troop will participate in activities of slightly higher risk than the average activity. When you sign any activity permission slip, you should fully understand the scope of the activity. For the health and safety of each member of the Troop we will abide by the policies and procedures of the Boy Scouts of America concerning the health and safety and use (but not limited to) the rules described in this booklet as a guide. The action taken to enforce these rules will depend on the infraction that occurred.

In order to attend activities and outings as a Troop, we require a complete BSA Class II medical form be filled out every three (3) years with a Class I form updated every year. The Troop will distribute these forms the first meeting in April and should be turned in as soon as possible.

All outings require at least two (2) adult leaders to be present, with at least one (1) registered with the BSA. A third is preferred. The BSA "two deep leadership" policy will pertain to all Troop functions.

22. DRUG AND ALCOHOL USE AND ABUSE

The Boy Scouts of America prohibits the use of alcoholic beverages and controlled substances at encampments or activities on property owned and/or operated by the Boy Scouts of America, or at any activity involving participation of youth members.

23. DISCIPLINE POLICY

Scouts are expected to live by the Scout Oath and Law and by the rules established by the Boy Scouts of America, the Troop, and the leaders. In the event any Scout, or adult, does not follow these rules or threatens the health or safety of any of its members, the leader in charge may take immediate remedial action, including but not limited to immediate suspension from that activity. A Scout may be required to call his parents for immediate pickup from the activity at any time of day or night, or no matter where the activity is taking place. The individual may be reinstated by the leader in charge of the specific event.

Should such actions reoccur the Scout or adult may be subject to permanent dismissal from the Troop upon decision by the Troop Committee.

24. YOUTH PROTECTION

Child abuse is a major problem affecting our society. Each year more than 2 million cases of suspected child abuse are reported. This means that 1 percent of American children are experiencing physical abuse, 1 percent is experiencing sexual abuse, and 2 to 5 percent are experiencing emotional maltreatment or some form of neglect. Because of the significance of this social problem, The Boy Scouts of America has declared child abuse as one of the "unacceptable" to receive special attention by those involved in the Scouting program. The BSA has developed a five-point plan to combat child abuse and to improve the environment in which young people live. The key elements of this strategy include the following points:

- Educate Scouting volunteers, parents and Scouts themselves to aid in the detection and prevention of child abuse.
- Establish leader-selection procedures to prevent individuals with a history of child abuse from entering the BSA leadership ranks.
- Establish policies that minimize the opportunities for child abuse to occur in the program of the Boy Scouts of America.
- Encourage Scouts to report improper behavior in order to identify offenders quickly.
- Swiftly remove and report alleged offenders.

Parents guide - The Boy Scouts of America has developed materials for use in the Scouting program that provide essential information to members and their families. A detachable booklet in the front of The Boy Scout Handbook, "How to Protect Your Child from Child Abuse and Drug Abuse: A Parents Guide," provides information to help families to increase self-protection skills. As mentioned earlier under BSA guidelines parents are required to complete the online YPT course and have that completion recorded by the Training Coordinator (committee member).

Troop 996 is committed to following all guidelines of the Youth Protection program. Any suspected offenses of the Youth protection program must be reported to the Committee Chairman, the Scoutmaster or the Council Executive. All incidents reported to the Committee Chairman or the Scoutmaster will be

reported to the Council Executive. All reports are taken seriously and appropriate action is taken to ensure the safety of the youth.

25. DRIVER RESPONSIBILITY AND VEHICLE SAFETY

The Troop calls upon parents to provide the transportation and the leadership for our outings. When accepting this responsibility, we ask that as a leader you do your best to be an example of good scouting and act according to the Scout Oath and Law as well as the rules of this guidebook. You are being looked upon as a role model for our Scouts. As a driver we demand that when you show up for driving for an outing that you and your vehicle are in good driving condition. We can not take the risk of anything less than that. The Troop can not tolerate an impaired driver due to alcohol or drugs and a driver may be asked by the Troop leadership not to drive if there is ANY concern that this may be a problem. If any parent has a concern that one of our drivers may be impaired please bring it to the attention of the leader in charge of the activity. Your son's safety is our first concern. We live by the motto SAFETY FIRST!!

Seat belts are required to be worn by all occupants of the vehicle. Therefore, no one will ride in the bed of a truck or in a trailer. All vehicles must be covered by automobile liability insurance with limits that meet or exceed requirements of the State in which the vehicle is licensed.

The Troop will travel to and from outings / campouts as a Troop, except when permission for alternate travel is granted by the Scoutmaster. Parent cooperation is most appreciated.

26. RELIGION

A Scout is reverent. Our campouts may include a prayer at meals and church observances.

If a Scout wished to explore his Duty to God further, there is religious award program for all religious denominations and faiths available from the Troop Chaplain or Troop Chaplain Aide.

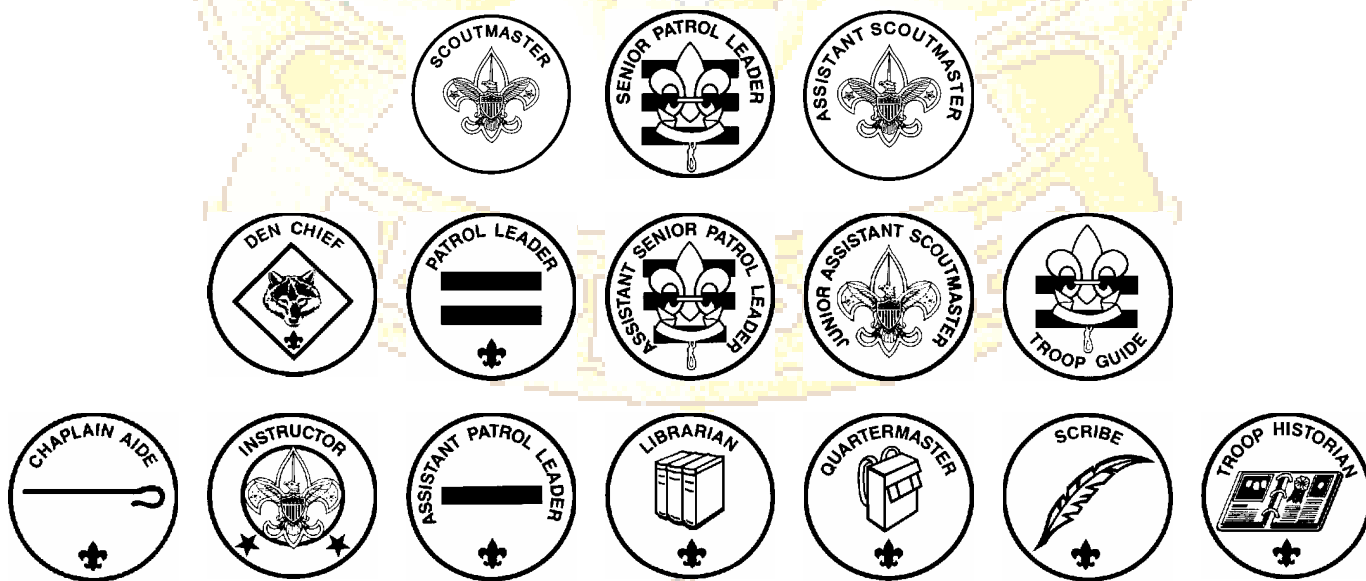
27. TROOP BAND

Troop 996 members are not only handy with hiking and first aid, but they make music as well! The Troop 996 band provides "Americana" and other fun music to special events such as flag ceremonies, courts of honor, and is available as a Troop unit to provide music as a service to others. Our music is skill-appropriate to our individual Scout's progress in their school band program. Just let us know what instrument you play, and join us as we "strike up the band!"

Troop 996 Scout Leadership Positions Duties and Responsibilities



Leading the way...





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.

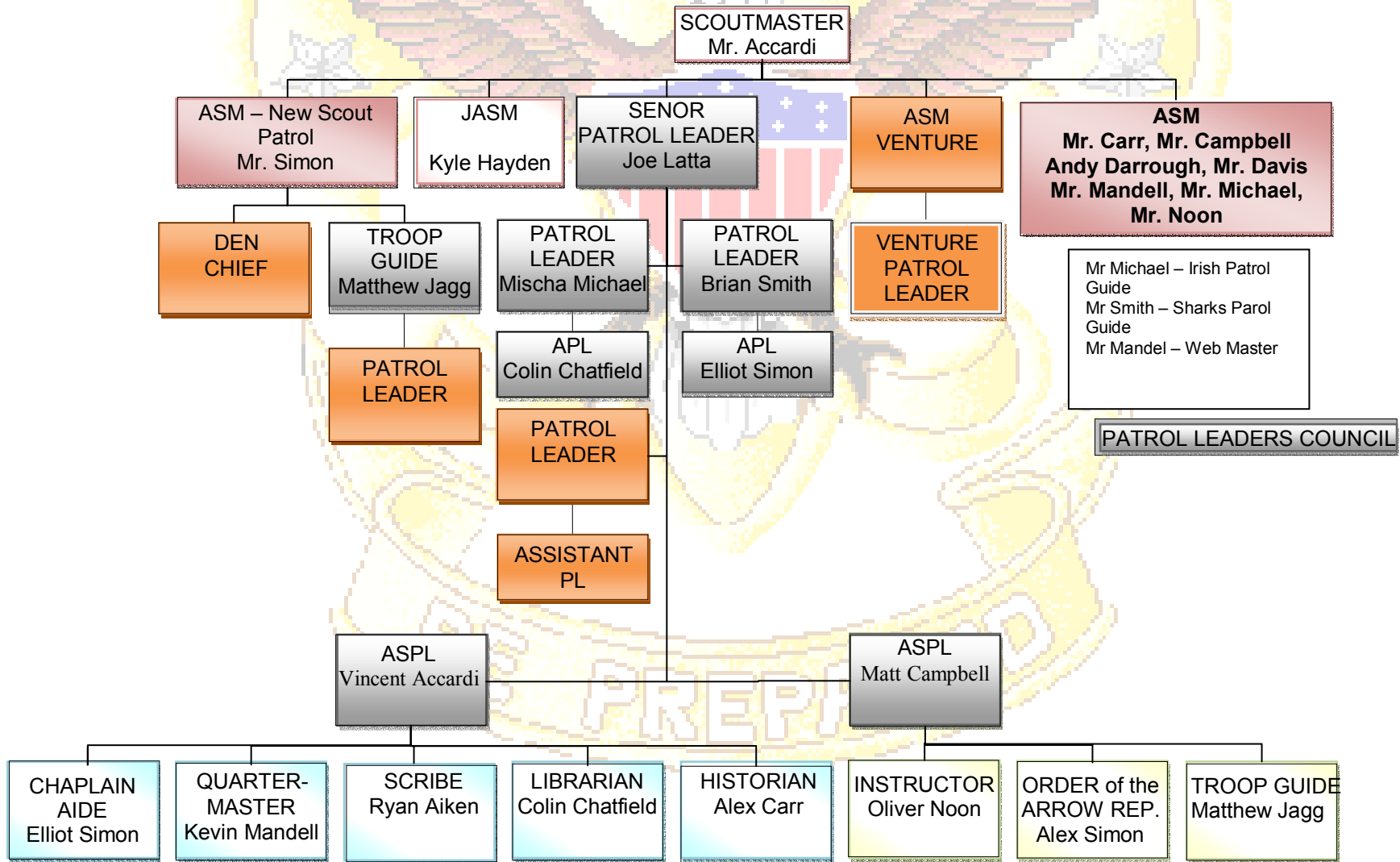
Here's how to be considered for a position. First read the job descriptions, qualifications, and job responsibilities. Then decide what you want to do and talk it over with your parents. You can also talk it over with other Scouts who have served in that position.

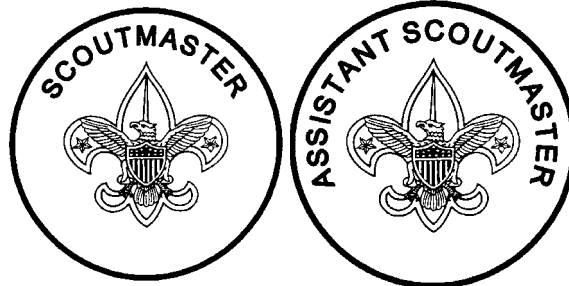
Finally, get a troop job application form, fill it out, have your parent(s) read and sign it and turn it in.

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



Troop Leader Organization





Troop 996
Leadership Position Description
Scoutmaster and Assistant Scoutmaster

GENERAL INFORMATION

Type: Scoutmaster elected by the Troop Committee; Assistant Scoutmaster - Volunteer

Term: Scoutmaster - At the Committee and Own discretion

Reports to: SM - Troop Committee, ASM – Scoutmaster/Troop Committee

Description: The Scoutmaster is elected by the Troop Committee to help fulfill the mission of the Boys Scouts of America: Prepare young people to make ethical and moral choices over their lifetimes by installing in them the values of the Scout Oath and Law through a active, well rounded Scouting program.

Comments: The Scoutmaster and ASM's fulfill this mission with the help of the parents, the Troop Committee, the Charter Organization, and the local Boy Scout organization. He/They needs to attend as close to all troop functions as possible. One of the major parts of the SM's job is to involve other adult leaders in all troop activities and have a clear vision for the troop.

QUALIFICATIONS

Age: 18

Experience: none – Just the will and motivation to help scouts grow into good citizens and future caretakers of the nation and make ethical and moral choices over their lifetimes

Attendance: 75% over previous 12 months

PERFORMANCE REQUIREMENTS

Training: You must attend the Fast Start, New Leader Essentials, Scoutmaster Leader Specific Training, Youth Protection Training. You should be trained in First Aid, Outdoor leader Skills, and Wood Badge.

Attendance: You are expected to attend 85% of all troop meetings, Patrol Leaders' Council meetings, outings, and service projects.

Effort: You are expected to give this job your best effort. You will set goals for your position. Progress toward attaining your goals will be review with Troop Leadership every 3 months and will be reported to the Troop Committee.

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 a good example. Be on time for meetings and activities. Assistant Scoutmasters will assume all scoutmaster responsibilities in absents of the Scoutmaster. SM will make sure that the Assistant Scoutmasters are ready to assume the SM responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

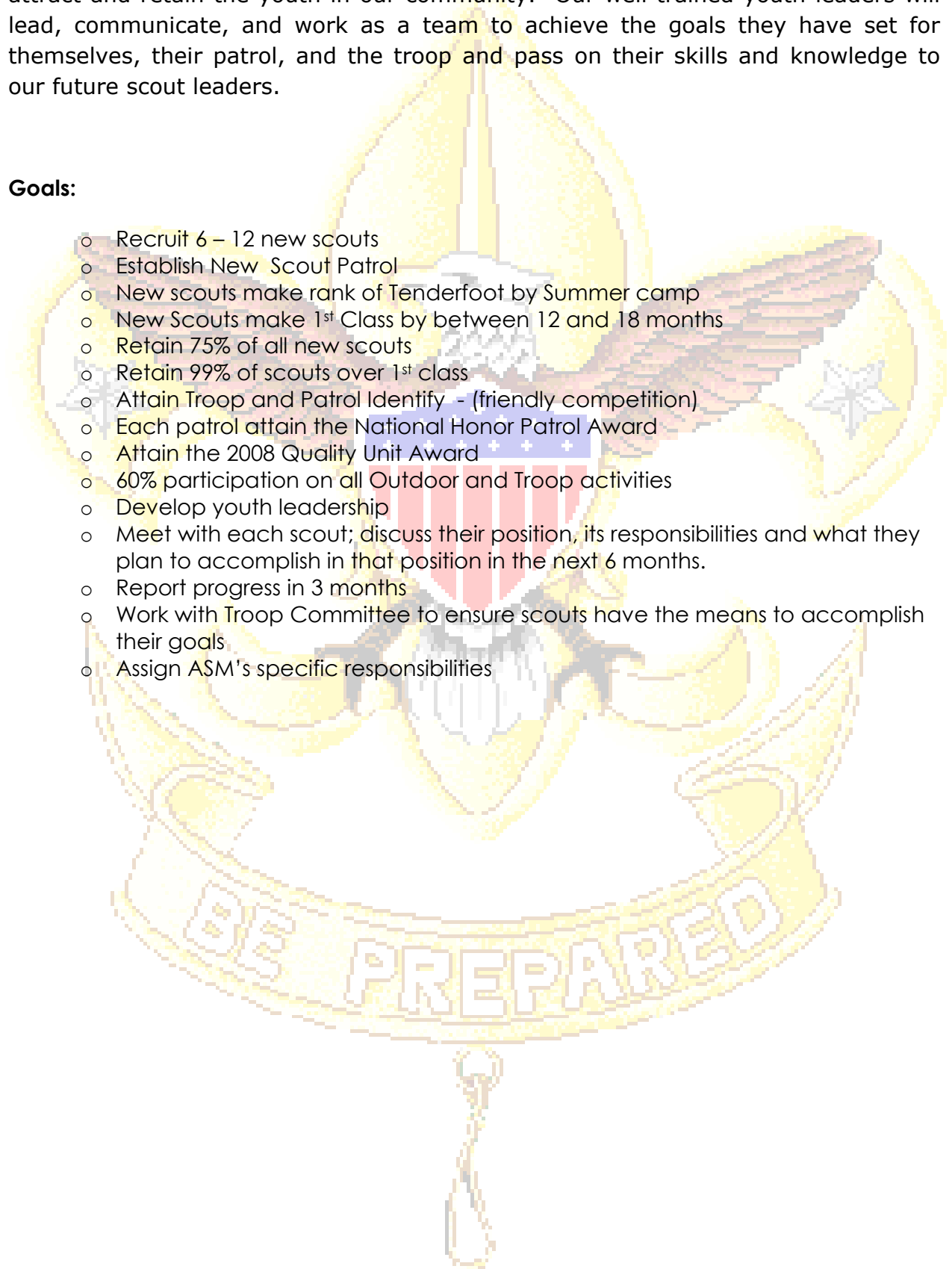
- o **Be** a good role model and example by living the Scout Oath and Law and wearing properly and proudly.
- o **Be** a friend to the boys while working with them and guiding them through the scouting program.
- o **Give** the boys the responsibility for being the leaders of their troop
- o **Ensure** the Patrol Methods is being used with leadership responsibilities give to the boys
- o **Deliver** the Promise of Scouting to the members of the troop
- o **Use** all available and valuable resources (delegation) to assist in delivering the Promise of Scouting.
- o **Help** the scouts develop into confident leaders by directing, coaching, supporting, and empowering the operate their own troop
- o **Have** a positive attitude. Attitude is contagious. Aptitude has no value without a positive attitude.

Vision: To have the premier Boy Scout Troop in the Colonial District where our scouts plan and carry out activities with thoughtful guidance from their Scoutmaster and other adult leaders. We will have a well planned program delivered by well trained leaders, with a strong outdoor program that is planned, and executed by

the boy leadership and supported by good adult leaders and parents that will attract and retain the youth in our community. Our well trained youth leaders will lead, communicate, and work as a team to achieve the goals they have set for themselves, their patrol, and the troop and pass on their skills and knowledge to our future scout leaders.

Goals:

- Recruit 6 – 12 new scouts
- Establish New Scout Patrol
- New scouts make rank of Tenderfoot by Summer camp
- New Scouts make 1st Class by between 12 and 18 months
- Retain 75% of all new scouts
- Retain 99% of scouts over 1st class
- Attain Troop and Patrol Identify - (friendly competition)
- Each patrol attain the National Honor Patrol Award
- Attain the 2008 Quality Unit Award
- 60% participation on all Outdoor and Troop activities
- Develop youth leadership
- Meet with each scout; discuss their position, its responsibilities and what they plan to accomplish in that position in the next 6 months.
- Report progress in 3 months
- Work with Troop Committee to ensure scouts have the means to accomplish their goals
- Assign ASM's specific responsibilities





Troop 996
Leadership Position Description
SENIOR PATROL LEADER

GENERAL INFORMATION

Type: Elected by members of the Troop

Term: 6 months

Reports to: Senior Patrol Leader

Description: The Senior Patrol Leader is the leader of the Troop (the Scoutmaster serves an advisory/guidance role). The SPL is responsible for the Troop's overall operation. He is in charge of Troop meetings, heads the Patrol Leaders' Council, and is in charge of all Troop activities.

Comments: He does everything he can to help each patrol to be successful. He is responsible for annual program planning conferences and assists the Scoutmaster in conducting the Troop Junior Leader Training.

QUALIFICATIONS

Age: none

Rank: Star

Experience: Previous service as 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. You should attend NYLT as soon as possible.

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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

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. The SPL presides over the Patrol Leaders' Council and works closely with each Patrol Leader to plan Troop meetings and make arrangements for troop activities.

Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Scoutmaster and your ASPL 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.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Runs all troop meetings, events, activities, and the annual program planning conference.
- Runs the patrol leaders' council meeting
- Appoints other leaders with the advice and counsel of the scoutmaster
- Assists the scoutmaster with junior leader training
- Sets a good example



Troop 996
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: 1st Class

Experience: Prior Patrol Responsibilities

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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

GENERAL LEADERSHIP RESPONSIBILITIES

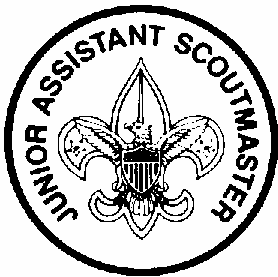
Uniform: Set the example by wearing your uniform correctly. This means that you will wear all of the parts of the troop uniform, shirttail tucked in, with all required badges in their correct locations.

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 Senior Patrol Leader or 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 Patrol Leader is ready to assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Appoints the Assistant Patrol Leader.
- Attends and represents the patrol on the Patrol Leader's Council
- Plans and steers patrol meetings
- Helps Scouts advance
- Acts as the chief recruiter of new Scouts
- Keeps patrol members informed of meetings, events, and activities
- Knows what his patrol members and other leaders can do.
- Help you patrol members advance



Troop 996
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. The Scoutmaster appoints him 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: Life

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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

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. The example you set is your most powerful teaching tool. Be on time for meetings and activities. You must call the Senior Patrol Leader or 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 someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Functions as an Assistant Scoutmaster.
- Performs duties as assigned by the Scoutmaster.
- You are empowered to help develop fellow scouts into confident leaders by directing and coaching them into a boy lead troop.
- Have a positive attitude – Attitude is contagious. A positive attitude will bring energy and scout spirit to the entire troop.
- Attends the Patrol Leader's Council



Troop 996
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 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: 12 or older

Rank: 1st or higher

Experience: Patrol Responsibilities

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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

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 Senior Patrol Leader or 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 someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Knows the purposes of Cub Scouting
- Helps Cub Scouts advance through Cub Scout ranks and prepare them for Boy Scouts.
- 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 996
Leadership Position Description

INSTRUCTOR

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader and Scoutmaster

Term: 6 months

Reports to: ASPL/SPL

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: 12 or older

Rank: 1st Class or higher

Experience: Patrol Responsibilities

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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

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 Senior Patrol Leader or 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 someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Teaches basic Scouting skills in troop and patrols.
- Conduct special presentations that will be educational for troop meetings
- Work with Troop guide to help new scouts learn basic skills needed for advance to 1st class
- Attends the Patrol Leader's Council



Troop 996
Leadership Position Description

TROOP GUIDE

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader and Scoutmaster

Term: 6 months

Reports to: ASPL/SPL

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: 12 or older

Rank: 1st Class or higher

Experience: Patrol Responsibilities

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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

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 Senior Patrol Leader or 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 someone will assume your responsibilities.

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 996
Leadership Position Description

ASSISTANT SENIOR PATROL LEADER

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader and Scoutmaster

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: 13 or Higher

Rank: 1st Class or higher

Experience: Patrol Leader

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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

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 Senior Patrol Leader or 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 someone will assume your responsibilities.

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, Librarian, Historian, and Chaplin Aide. – (Vincent)
- Helps train and supervise the Troop Guide, Instructors, and the Troop OA Representative. – (Matt C.)
- Serves as a member of the Patrol Leader's Council.



Troop 996
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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

GENERAL LEADERSHIP RESPONSIBILITIES

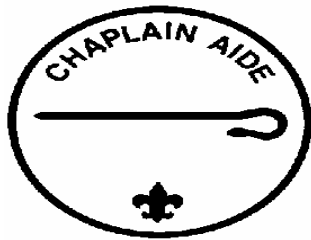
Uniform: Set the example by wearing your uniform correctly. This means that you will wear all of the parts of the troop uniform, shirttail tucked in, with all required badges in their correct locations.

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 Senior Patrol Leader or 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 someone will assume your responsibilities.

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 996
Leadership Position Description

CHAPLAIN AIDE

GENERAL INFORMATION

Type: Appointed by the Senior Patrol Leader

Term: 6 months

Reports to: Assistant Senior Patrol Leader

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

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

QUALIFICATIONS

Age: none

Rank: none

Experience: Patrol Responsibilities

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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

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 Senior Patrol Leader or 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 someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Assists the Troop Chaplin with religious services at troop activities.
- Tells Scouts about the religious emblem program for their faith including the Duty to God Program
- Makes sure religious holidays are considered during troop program planning.
- Helps plan for religious observance in troop activities.



Troop 996
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.

The Troop Historian also acts as the webmaster of the troop website.

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: Patrol Responsibilities

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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

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 Senior Patrol Leader or 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 someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Takes care of troop trophies, ribbons, and souvenirs of troop activities.
- Keeps information about former members of the troop.
- Updates and maintains the troop website with monthly updates at a minimum.
- Has input to monthly newsletters and is posted on Troop web site and bulletin board
- Produces trip reports which will serve to tell about our troop – posted on the bulletin board.
- Gathers pictures and facts about past and present troop activities and keeps them in a historical file or scrapbook to include newsletters and trip reports.



Troop 996
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: Patrol Responsibilities

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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

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 Senior Patrol Leader or 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 someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Sets up and takes care of the troops library of books
- Keeps records of books and pamphlets owned by the troop.
- Adds new or replacement items as needed by arranging for procurement and control of these items.
- 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.
- Support an active advancement and leadership program by having these books available.



Troop 996
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 Quartermaster keeps track of troop equipment and sees that it is in good working order.

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

QUALIFICATIONS

Age: none

Rank: none

Experience: Patrol Responsibilities

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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

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 Senior Patrol Leader or 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 someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Keeps records on patrol and troop equipment
- Makes sure equipment is in good working condition
- Issues equipment for campouts and other activities 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
- Readies the US, troop, and patrol flags for meetings and ceremonies and puts them away.



Troop 996
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: Patrol Responsibilities

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. You will set goals for your position. In the third month you will be expected to show progress toward attaining your goals or you can be removed from office.

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 Senior Patrol Leader or 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 someone will assume your responsibilities.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Attends and keeps a log of Patrol Leaders' Council meetings
- Records individual Scout attendance and dues payments.
- Collects permission slips and payments.
- Records individual Scout advancement progress
- Works with the Troop Committee members responsible for records and finance.

Troop 996 Leadership Position Application

Your Name: _____

Age: _____

Current Rank: _____

Current Position: _____ Previous Positions: _____

Attendance (6 months): _____ (get from Troop Scribe records - Troop)

List your first three choices: (If you are running for SPL, you do not need to list ASPL as another choice. Unelected SPL candidates are automatically considered appointee candidates for ASPL) List ASPL if you do not desire to run for SPL.

1st Choice	2nd Choice	3rd Choice
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For your first choice, use this space to tell why you want this job, how you would do the job, and why you are the best choice for this position.

Scout's Agreement

I have read the job descriptions for these positions. I understand the duties and responsibilities and if selected will carry them out to the best of my ability.

(Date) _____ (Signature)

Parent's Support Agreement

I agree with the commitment my son is making. I promise to support him in attending training, troop meetings, and troop activities as well as with encouragement at home. I realize that once selected his presence is necessary for the smooth functioning of the troop.

(Date) _____ (Signature)

