

Title	Senior Patrol Leader
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.
Age	None
Rank	Must be 1st Class or higher
Experience	Previous service as SPL, ASPL, PL, or APL
Attendance	19 Events/Meetings over the 6 months prior to being elected
Training	YOU <u>must</u> have attended a troop Junior Leader Training once prior to being SPL. You must attend the Troop Leadership Training while in office and take an active role in nurturing leadership in the other scouts.
Effort	You must attend 22 Events/Meetings over the 6 months in office. You must assign "proxies" for any office not in attendance at all troop functions. Attend at least 50% +1 campouts in which you lead the troop. You must conduct and pass a uniform inspection at least once every month. Flags must be taken up/down on time during troop meetings. Must hold or be a part of at least 4 PLC meetings during your term.
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 ASPL is ready to assume your responsibilities. If you have non-scout conflicts which prevent you from fulfilling your duties you should allow someone to complete your term until you can return.
Specific Responsibilities	Runs all troop meetings, events, activities, and the bi-annual program planning conference. Runs the Patrol Leader's Council meeting. Provide a written agenda for the PLC meeting a week prior to the meeting. Appoints the ASPL with the advice and counsel of the Scoutmaster. Assigns duties and responsibilities to junior leaders. Assists the Scoutmaster with Troop Leadership Training. Plan out all troop events (develop the agenda).

Title	Assistant Senior Patrol Leader
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.
Age	None
Rank	Must be 1st Class or higher
Experience	Patrol Leader, Quartermaster, Scribe, Historian/Librarian
Attendance	19 Events/Meetings over 6 months prior to being selected
Training	YOU <u>must</u> have attended a troop Junior Leader Training once prior to being ASPL. You must attend the Troop Leadership Training while in office and take an active role in nurturing leadership in the other scouts.
Effort	You must attend 22 Events/Meetings over the 6 months in office. You must assign “proxies” for any office not in attendance at all troop functions in the event the SPL is not in attendance. You must pass a uniform inspection at least once every month Flags must be taken up/down on time during troop meetings Attend at least 50% +1 campouts in which you lead the troop Must hold or be a part of at least 4 PLC meetings during your term
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 if you are not going to be at a meeting or if you suddenly have to miss an outing. If you have non-scout conflicts which prevent you from fulfilling your duties you should allow someone to complete your term until you can return.
Specific 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, Bugler, and Chaplain Aide. Serves as a member of the Patrol Leader’s Council. Assist SPL with developing agenda for monthly PLC meeting Assist SPL with development of agenda for all troop functions

Title	Chaplain Aide
Type	Appointed by the Scoutmaster
Term	6 – 12 months (based upon availability of other trained scouts)
Reports To	Assistant Senior Patrol Leader
Description	The Chaplain Aide works with the Troop Chaplain (Scoutmaster Corps in absence of a chaplain) to meet the religious needs of Scouts in the troop. He 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 members’ help.
Age	None
Rank	1st Class or higher is preferred
Experience	None
Attendance	13 Events/Meetings over 6 months prior to being selected
Training	YOU <u>must</u> attend Chaplain’s Aid Training during Summer Camp or other District or Troop offered training session. You must attend the Troop Leadership Training while in office.
Effort	You must attend 16 Events/Meetings over the 6 months in office Attend at least 50% +1 campouts during which you prepare a vespers service You Must Pass a uniform inspection at least once every month. Must hold or be a part of at least 4 PLC meetings during your term.
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 Assistant Senior Patrol Leader 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. If you have non-scout conflicts which prevent you from fulfilling your duties you should allow someone to complete your term until you can return.
Specific Responsibilities	Assists the Troop Chaplain with religious services at troop activities. Tells Scouts about the religious emblem program for their faith. Makes sure religious holidays are considered during troop program planning. Helps plan for religious observance in troop activities. He will serve as a host when there are any guest at meeting or troop functions Writes up a vesper program for each campout and conducts it or has someone conduct it in his absence.

Title	Historian / Librarian
Type	Elected by the members of the troop
Term	6 months
Reports To	Assistant Senior Patrol Leader
Description	The Troop Historian keeps a historical record or scrapbook of troop activities. The Troop Librarian takes care of troop literature, forms, brochures, booklets, etc.
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. 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.
Age	None
Rank	1st Class or higher is preferred
Experience	None, but interest in photography is helpful and a working knowledge of Power Point or some other photo presentation software.
Attendance	16 Events/Meetings over 6 months prior to being selected
Training	You must attend the Troop Leadership Training while in office.
Effort	You must attend 16 Events/Meetings over the 6 months in office Attend at least 50% +1 campouts during which you document troop activities and take photographs You Must Pass a uniform inspection at least once every month Must hold or be a part of at least 4 PLC meetings during your term.
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. 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.
Attendance	Set the example by being an active Scout. Be on time for meetings and activities. You must call the Assistant Senior Patrol Leader 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. If you have non-scout conflicts which prevent you from fulfilling your duties you should allow someone to complete your term until you can return.
Specific 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. Prepares the troop (photo) presentation the Court of Honor ceremony. Sets up and takes care of a troop library. Keeps records of books, pamphlets, and forms/reports owned / used by the troop. Adds new or replacement items as needed. Keeps books, pamphlets, forms / reports available for borrowing / filling out. Keeps a system for checking books and pamphlets in and out. Notifies scoutmasters when forms are running low. Follows up on late returns. Issues vouchers for purchase of used merit badge books.

Title	Quartermaster
Type	Elected by the members of the troop
Term	6 months
Reports To	Assistant Senior Patrol Leader
Description	The Troop Quartermaster keeps track of <u>TROOP</u> equipment and sees that it is in good working order.
Comments	The Quartermaster does most of his work around campouts. There are times when Quartermaster has to be available to check equipment in and out.
Age	None
Rank	Must be 1st Class or higher
Experience	None
Attendance	16 Events/Meetings over 6 months prior to being selected
Training	You must attend the Troop Leadership Training while in office.
Effort	You must attend 22 Events/Meetings over the 6 months in office. Attend at least 50% +1 campouts for which you prepare the trailer for the campout You Must Pass a uniform inspection at least once every month Must be a part of at least 4 PLC meetings during your term
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 Assist Senior Patrol Leader 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. If you have non-scout conflicts which prevent you from fulfilling your duties you should allow someone to complete your term until you can return.
Specific Responsibilities	Keeps records on patrol and troop equipment. Makes sure troop equipment is in good working condition. Makes suggestions for new or replacement items for the troop. Works with the Troop Committee member responsible for equipment. Works with assigned patrol for each week to gets the US, troop, and patrol flags for meetings and ceremonies and puts them away afterwards. Ensure each patrol turns in a patrol box checklist before and after each campout / use of the patrol box. Oversee the loading and unloading of the troop trailer for each campout. Ensures no patrol is allowed to load their patrol box without having turned in their respective patrol box checklist.

Title	Scribe
Type	Elected by the members of the troop
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 written record of all scout events (PLC meetings, troop meetings, Court of Honor, special events, service projects, etc.) including attendance and a description of the event along with pertinent information about time, place, etc.
Comments	To be a good Scribe you need to attend nearly all troop and Patrol Leaders' Council meetings
Age	None
Rank	1st Class or higher is preferred
Experience	None
Attendance	16 Events/Meetings over 6 months prior to being selected
Training	You must attend the Troop Leadership Training while in office.
Effort	You must attend 22 Events/Meetings over the 6 months in office. You must submit attendance sheets for each of the functions to the Troop Advancement chair You should arrange for a "proxy" scribe in the event you cannot make a function Attend at least 50% +1 campouts during which you can provide accurate records of who was present and the roles they served in You Must Pass a uniform inspection at least once every month Must be a part of at least 4 PLC meetings during your term
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 Assistant Senior Patrol Leader 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. If you have non-scout conflicts which prevent you from fulfilling your duties you should allow someone to complete your term until you can return.
Specific Responsibilities	Attends and keeps a log of Patrol Leaders' Council meetings Records individual Scout attendance at the beginning of all events. Works with the Troop Committee members responsible for records and finance. He writes up all special events detailing out the event for the permanent record of the troop. He provides the Historian/Librarian the appropriate records during and at the completion of his term. He keeps the scribes binder stocked with a sufficient number of copies of all forms on an on-going basis.

Title	Patrol Leader
Type	Elected by members of 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.
Age	None
Rank	Must be 1st Class or higher
Experience	None
Attendance	19 Events/Meetings over 6 months prior to being elected
Training	You must attend the Troop Leadership Training while in office.
Effort	You must attend 22 Events/Meetings over the 6 months in office. Attend at least 50% +1 campouts during which you lead your patrol You Must Pass a uniform inspection at least once every month Must be a part of at least 4 PLC meetings during your term
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 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. If you have non-scout conflicts which prevent you from fulfilling your duties you should allow someone to complete your term until you can return.
Specific Responsibilities	<p>Appoints the Assistant Patrol Leader. 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 Knows what his patrol members and other leaders can do. Ensure patrol box is maintained, equipment is taken care of, and replacement supplies are brought to the attention of the Troop Quarter Master.</p> <p>Appoints a patrol quartermaster either for his term as Patrol Leader or for each event that requires the use of the patrol box. The Patrol Quarter master ensures a patrol box checklist is turned in prior to and after all events where the patrol box is used. Prior to loading up and returning from an event, the checklist must be turned into the Troop Quartermaster. The Patrol Quartermaster is encouraged to seek guidance and training from the Troop Quartermaster as to the details of his duties.</p>

Title	Assistant Patrol Leader
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. The APL actively helps run the patrol.
Comments	None
Age	None
Rank	None, but preference is for Second Class scouts to gain basic leadership experience.
Experience	None
Attendance	50% over 6 months prior to being selected
Training	You should attend the Troop Leadership Training while in office.
Effort	You must fulfill the responsibilities of the office to a level where you meet those expectations 75% of the time in office.
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	None
Specific 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 Leaders Council meetings when the Patrol Leader cannot attend lends a hand controlling the patrol and building patrol spirit. Help patrol leader maintain a fully outfitted and fully stocked patrol box.