



Troop 181

Senior Patrol Leader (SPL)

Introduction: By accepting the position of Senior Patrol Leader, you agree to provide service and leadership to your troop. The responsibility should be fun and rewarding. This job description outlines some of the things you are expected to do while serving in this leadership role.

Advisor: Scoutmaster

Specific Duties:

- Preside at all troop meetings, events, activities, and the Annual Planning Conference.
- Chair the Patrol Leaders' Council (PLC).
- Appoint the other Troop Junior Leaders (with the advice of the Scoutmaster).
- Help train, supervise and coordinate the Troop Officers: ASPL's, Troop Scribe, Troop Quartermaster, Troop Guides, Librarian, Historian, Chaplain's Aide and Bugler.
- Work as a team with the ASPL's to lead the troop.
- Resolve conflicts between troop members.
- Assign duties and responsibilities to others.
- Establish a plan for the SPL duties to be carried out in your absence.
- Communicate with the Troop Junior Leaders to accomplish the goals of the troop.
- Set a good example.
- Enthusiastically wear the Scout uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.
- Perform any additional duties as assigned by the Scoutmaster.

Performance Requirements

- You must attend the troop Junior Leader Training even if you have attended in the past.
- 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.
- You are expected to give this job your best effort.

Advisor Conference: By signing below, you and your advisor signify that you have discussed the duties of your troop position. You both understand these duties, and plan to have another conference midway through your term of office.

Signature of Scout & Date

Signature of Scoutmaster & Date



Troop 181

Assistant Senior Patrol Leader

Introduction: By accepting the position of Assistant Senior Patrol Leader, you agree to provide service and leadership to your troop. The responsibility should be fun and rewarding. This job description outlines some of the things you are expected to do while serving in this leadership role.

Advisor: Scoutmaster

Specific Duties:

- Assume the duties of the SPL (in his absence) when called upon to do so.
- Work as a team with the SPL and other ASPL's to lead the troop.
- Make sure that the troop meeting starts on time.
- Make sure the Patrols have a written plan for the meeting using the "meeting planner" form
- Attend the PLC's and be responsible for having fresh ideas for camping, advancement, games and interpatrol activities.
- Help the SPL lead meetings and activities.
- Set a good example.
- Enthusiastically wear the Scout uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.
- Perform any additional duties as assigned by your Advisor.

Performance Requirements

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- 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.
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Signature of Scout & Date

Signature of Scoutmaster & Date



Troop 181

Troop Quartermaster

Introduction: By accepting the position of Troop Quartermaster, you agree to provide service and leadership to your troop. The responsibility should be fun and rewarding. This job description outlines some of the things you are expected to do while serving in this leadership role.

Advisor: Assistant Scoutmaster - Quartermasters' Advisor

Specific Duties:

- Issue equipment to the Patrol Quartermasters and make sure it is returned in good condition.
- Record who uses each tent on a campout, and who is responsible for taking it home. Contact any troop member who does not return gear in a timely manner.
- Receive damage reports and new equipment requests from the Patrol Quartermasters and convey it to your Advisor.
- Make reports to the PLC on equipment condition once every three months.
- Coordinate Patrol Quartermasters in preparing equipment for distribution and for returning it to storage after an activity.
- Serve as the Patrol Quartermaster for the Chiefs Patrol.
- Set a good example.
- Enthusiastically wear the Scout uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.
- Perform any additional duties as assigned by your Advisor.

Performance Requirements

- You must attend the troop Junior Leader Training even if you have attended in the past.
- 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.
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Signature of Scout & Date

Signature of Advisor & Date



Troop 181

Troop Scribe

Introduction: By accepting the position of Troop Scribe, you agree to provide service and leadership to your troop. The responsibility should be fun and rewarding. This job description outlines some of the things you are expected to do while serving in this leadership role.

Advisor: Assistant Scoutmaster - Scribes' Advisor

Specific Duties:

- Support the Troop Secretary with headcounts of adults and Scouts and collection of campout fees for weekend campouts/activities. This duty will normally occur at the Monday meeting prior to campouts. Review with the Troop Secretary for specific job duties. If the scribe cannot attend the meeting, he is responsible for ensuring the duty is covered by another Scout.
- Record the minutes of the PLC meetings. Provide copies of the last PLC meeting minutes at each PLC. At the end of the term provide a copy of PLC meeting minutes to the Scoutmaster, Historian and Troop Scribe Advisor. If the scribe cannot attend the PLC, he is responsible for ensuring the duty is covered by another Scout.
- Maintain troop attendance records for Troop Meetings, Campouts, and Service Projects. Provide Scout attendance to Scoutmaster, Troop Advancement Chairman and Troop Scribe Advisor. If the scribe cannot attend the meeting, he is responsible for ensuring the duty is covered by another Scout.
- Update the troop bulletin board (monthly) with Troop Planning Calendar, Merit Badge Counselor list, Monthly Campout notices, Summer and Winter Camp notices.
- Set a good example.
- Enthusiastically wear the Scout uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.
- Perform any additional duties as assigned by your Advisor.

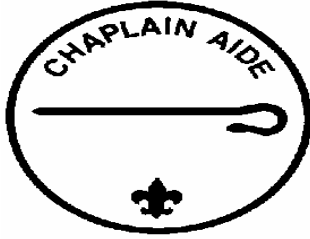
Performance Requirements

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Signature of Advisor & Date



Troop 181

Chaplain Aide

Introduction: By accepting the position of Chaplain's Aide, you agree to provide service and leadership to your troop. The responsibility should be fun and rewarding. This job description outlines some of the things you are expected to do while serving in this leadership role.

Advisor: Assistant Scoutmaster - Troop Chaplain

Specific Duties:

- Plan and lead religious services at troop activities, such as Sunday services on campouts and invocations at Courts of Honor.
- Make sure that religious holidays are considered during troop program planning.
- Make Scouts aware of the religious emblem program for their faith.
- Set a good example.
- Enthusiastically wear the Scout uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.
- Perform any additional duties as assigned by your Advisor.

Performance Requirements

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Signature of Advisor & Date



Troop 181

Troop Historian

Introduction: By accepting the position of Troop Historian, you agree to provide service and leadership to your troop. The responsibility should be fun and rewarding. This job description outlines some of the things you are expected to do while serving in this leadership role.

Advisor: Assistant Scoutmaster - Historian Advisor

Specific Duties:

- Gather pictures, facts and memorabilia about troop activities. Take pictures at all campouts. If the historian does not attend a campout, ensure that another Scout/Adult takes pictures.
- At the end of term, gather all pictures, facts, memorabilia and PLC meeting minutes and place in a permanent scrapbook. The Troop Scribe will provide the PLC meeting minutes. Present the scrapbook to the Scoutmaster.
- Take care of troop trophies, ribbons, awards and scrapbooks of troop activities.
- Display troop awards and scrapbooks at Courts of Honor and Troop new scout recruiting events.
- Set a good example.
- Enthusiastically wear the Scout uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.
- Perform any additional duties as assigned by your Advisor.

Performance Requirements

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Troop 181

Troop Librarian

Introduction: By accepting the position of Troop Librarian, you agree to provide service and leadership to your troop. The responsibility should be fun and rewarding. This job description outlines some of the things you are expected to do while serving in this leadership role.

Advisor: Assistant Scoutmaster - Librarian Advisor

Specific Duties:

- Keep all books, pamphlets, videos, and other such material belonging to the Troop. Bring them to every troop meeting so they are available for checkout.
- Maintain a check-out/check-in system for all troop literature.
- Follow up on late returns.
- Add new or replacement items as needed.
- Collect programs and scripts from Troop and Eagle Courts of Honor for reference material.
- Keep the inventory of the Troop Library contents up to date.
- Set a good example.
- Enthusiastically wear the Scout uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.
- Perform any additional duties as assigned by your Advisor.

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Troop 181

Patrol Leader

Introduction: By accepting the position of Patrol Leader, you agree to provide service and leadership to your troop and patrol. The responsibility should be fun and rewarding. This job description outlines some of the things you are expected to do while serving in this leadership role.

Advisor: Assistant Scoutmaster – Patrol Leaders

Specific Duties:

- 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
- Set a good example.
- Enthusiastically wear the Scout uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.
- Perform any additional duties as assigned by your Advisor.

Performance Requirements

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