



Adults are being asked to volunteer to actively support and participate in the activities and programs of Troop 794. In order to maintain the highest level of quality programming and support of our Scouts, we strongly encourage you to consider how *YOU* can become involved in the activities of our Troop, for the benefit of *YOUR* Scout. All families are expected to help in some way. Most Committee positions, and positions with direct contact with Scouts will require registration in BSA, and completion of Adult Training. Other positions are considered a ScoutParent, and only require completion of Youth Protection Training, which may be completed online or in a class. A minimum of one Adult from each family is being asked to check any position below, which they

ADULT NAME	PHONES <i>(Include Area Codes)</i>	E-MAIL ADDRESS <i>(Important)</i>	SON'S NAME(s)
	h - b - c -		
PREVIOUS SCOUTING EXPERIENCE <i>(As a Youth or Adult)</i>		ADULT TRAINING <i>(Only at the Boy Scout Level – Give Dates)</i>	
		Youth Protection	Other Boy Scout Leader Training
Are You an Eagle Scout?		FS – TS (NLE) – H&S –	TCC – SMSA (BSLST) – ITOLS –

would be willing to undertake (minimum of one choice). *Please print legibly!*

- I am already involved in the activities of the Troop as a leader or active participant. *(Please tell how below.)*

On Call Volunteer

- Be available to assist the Committee or specific Adult Leaders with special projects or make phone calls to help organize an outing or activity.

- Due to extenuating circumstances, I am unable to commit to regular participation/attendance, but I promise to actively support and encourage my Scout(s), and attend as many Troop meetings/outings as possible. If my situation changes to allow me to participate more actively, I will notify the Troop promptly. *(Please discuss your situation with the Volunteer Coordinator.)*

Troop Committee

Volunteer Coordinator

- Attends (12) Committee meetings per year and a minimum of (12) Troop meetings per year, secures parent volunteers as requested by the Committee or Adult Leadership – 4-6 hours per month.

Member of Troop Committee

- Attends minimum (6) Committee meetings per year and attends Troop meeting after Committee meeting – 2-3 hours each attendance.

Troop Committee Chairperson (Take over 6/2011)

- Attends (12) Committee meetings per year and serves as administrator of the Troop's business – 10-12 hours per month.

Troop Committee Treasurer (Take over 6/2011)

- Attends (12) Committee meetings per year, keeps the Troop's financial "books", manages the Troop's finances, and presents a Treasurer's report at each monthly Committee meeting – 8-10 hours per month.

Troop Committee Secretary

- Attends (12) Committee meetings per year and produces and distributes meeting minutes for each meeting – 4 hours per month.

Troop Advancement Coordinator

- Attends (12) Committee meetings per year, and has overall responsibility to manage the Scout advancement process, works with a team of coordinators who handle the different aspects of advancement (see below) – 8-12 hours per month, and frequent attendance at Troop meetings desirable.

Troop Advancement Committee Member(s)

- Responsibility to manage/participate in one or more of the following specific advancement activities:
 - Boards of Review Coordination and Set-up – 6-8 hours per month, and frequent attendance at Troop meetings desirable.
 - Advancement Recordkeeping – Attends a minimum of (2) Troop meetings per month – 6-8 hours per month.
 - Merit Badge Counselor Coordinator – Recruits, registers, and maintains a database of Merit Badge Counselors – 1-2 hours per month.
 - Courts of Honor Script, Slide, and Program Preparation; and Update Book of Honor – 6-8 hours per quarter.
 - Courts of Honor Award and Prop Preparations – 4-6 hours per quarter.
 - Courts of Honor Facility Arrangements and Coordination – 2-3 hours per quarter.
 - Courts of Honor Refreshments – 4-5 hours per quarter.

Troop Committee (Continued)

Troop Quartermaster

- Attends (12) Committee meetings per year and a minimum of (12) Troop meetings per year, manages the Troop's physical resources including the trailers, camping gear, etc., and presents a Quartermaster's report at each monthly Committee meeting – 8-10 hours per month.

Troop Administration / Membership

- Attends (12) Committee meetings per year, updates/creates New Member materials, processes New Membership Applications, keeps track of troop membership, publishes rosters, and prepares the annual Charter Renewal – 4-6 hours per month plus approximately 24 hours December thru February for renewal.

Adult Leadership Training Coordinator

- Attends (12) Committee meetings and a minimum of (12) Troop meetings per year; Communicates training dates, and encourages all active adults to complete Fast Start, Youth Protection, This is Scouting, Health & Safety, Troop Committee Challenge, Scoutmaster and Assistant Scoutmaster Leader Specific Training and Introduction to Outdoor Leader Skills Training – 3 hours per month, plus recordkeeping.

Troop Chaplain

- Attends (12) Committee Meetings and a minimum of (18) Troop meetings per year, leads prayer, and coordinates Scout Chaplain Aide leadership requirements – 2 hours each attendance. Puts on God & Life Program bi-annually.

e-Newsletter Editor(s)

- Produces monthly e-newsletter and maintains contact with Troop Committee and Scoutmaster for announcements, articles, etc. – 2-5 hours per month. Ideally would attend both PLC and Committee meetings to gather information.

Troop Webmaster(s)

- Maintains the Troop website that provides useful and timely information about our troop and activities – 2-4 hours per month. (No web background necessary.)

Troop Roundtable Representative

- Attends (11) Roundtable meetings and (12) Committee meetings per year and produces and distributes a Roundtable report for each Committee meeting – 6-8 hours per month.

Troop Adult Recognition

- Attends minimum (6) Committee meetings per year and recommends recognition of Adult Leaders for Courts of Honor and other special events – 2-3 hours per month.

Troop Program Leadership

Scoutmaster (Current Term Expires 8/2012)

- Attends minimum (36) Troop meetings per year, and participates in as many monthly outings as possible; oversees the management of the Troop, witnesses Scout advancement requirements, conducts Scoutmaster Conferences, and coordinates Assistant Scoutmaster activities – 3 hours each meeting, plus 10-16 hours per month outside preparation and phone calls, plus outings.

Assistant Scoutmaster(s) (ASM's)

- Attends minimum (24) Troop meetings per year, and participates in as many monthly outings as possible; oversees the management of a designated part of the Troop, witnesses Scout advancement requirements, and conducts Scoutmaster Conferences – 6-10 hours per month, plus outings.

Summer Camp Scoutmaster

- Coordinates the Summer Camp program with Scout leadership, and attends Summer Camp June 13th – 19th. Time commitment as required, commensurate with the position.

Summer Camp Adult Help

- Assists Summer Camp Scoutmaster, and attends Summer Camp June 13th – 19th. (Partial attendance will be considered.)

Monthly Program Advisor

- Help the PLC plan and execute the monthly program for the Thursday night Troop meetings. One-month commitment requires planning to begin approximately 2 months in advance, and attendance at the Troop meetings for that month.

Outdoor Program Coordinator(s)

- Attends minimum (24) Troop meetings per year, makes arrangements for and coordinates Adult and Scout leadership for each monthly Troop outing. Including preparation of the "Camp Package", making arrangements for the campsite, direction maps, logistics, financials, etc. – 2 hours each meeting, plus 4-8 hours per outing.

Monthly Outing Adult-in-Charge

- Volunteers to lead and assist with coordination of one Troop outing during the year, in partnership with the Outdoor Program Coordinator and one Scout leader – 4 hours 1-2 months in advance of the outing, plus attendance at the outing (usually Friday PM to Sunday noon).

Patrol Advisor Coordinator

- Attends minimum (24) Troop meetings per year and provides training, guidance and mentoring to Patrol Advisors – 2 hours each attendance, plus outside phone calls, etc.

Patrol Advisor(s)

- Attends minimum (24) Troop meetings per year and provides guidance and mentoring to an assigned Patrol at the meeting – 2 hours each attendance. Patrol of choice:

Merit Badge Counselor(s)

- Leads a Scout or small group of Scouts through a specific Merit Badge program and signs-off the "blue card." (*Must complete Merit Badge Counselor and Adult Volunteer Applications.*)

Youth Leadership Coordination and Training

- Attends minimum (24) Troop meetings per year; assigns and keeps track of youth leadership positions; assists in teaching the BSA Junior Leader Training program on a regular basis – 2 hours per meeting plus minimal outside preparation time.

Life-to-Eagle Advancement Coordinator

- Assists New Life Scouts with initial guidance in the Life-to-Eagle process, and securing a Counselor. Provides training and guidance to the Life-to-Eagle Advancement Counselors.

Life-to-Eagle Advancement Counselor(s)

- Assigned a maximum of one to two Scouts at a time; guides Life Scout through the Eagle Scout process, including Eagle project, merit badge and leadership requirements, and assists the Eagle Scout candidate in coordinating with BSA District, etc. (Must be an Eagle Scout or parent of an Eagle Scout.)

High Adventure Camp Scoutmaster

- Coordinates and plans logistics to take a small group of Scouts on a special high adventure camping experience, and attends the High Adventure Camp – Time commitment as required, commensurate with the position. (Planning typically begins 1-1/2 to 2 years in advance.)