

## Senior Patrol Leader (SPL)

### Job Description:

The Senior Patrol Leader is elected by the Scouts to represent them as the top youth leader in the troop

Reports to: The Scoutmaster

### Senior Patrol Leader duties:

- ✿ Runs all troop meetings, events, activities, and the annual program planning conference
- ✿ Runs the Patrol Leaders' Council (PLC) meeting
- ✿ Appoints other troop youth leaders with the advice and counsel of the Scoutmaster
- ✿ Assigns duties and responsibilities to youth leaders
- ✿ Assists the Scoutmaster with youth leadership training
- ✿ Sets a good example
- ✿ Enthusiastically wears the Scout Uniform correctly
- ✿ Lives by the Scout Oath and Law
- ✿ Shows Scout spirit

## Assistant Senior Patrol Leader (ASPL)

### Job Description:

The Assistant Senior Patrol Leader is the second highest-ranking youth leader in the troop. He is appointed by the Senior Patrol Leader with the approval of the Scoutmaster. The ASPL acts as the Senior Patrol Leader in his absence or when called upon. He also provides leadership to other youth leaders in the troop.

Reports to: The Senior Patrol Leader

### Assistant Senior Patrol Leader duties:

- ✿ Helps the Senior Patrol Leader lead meetings and activities
- ✿ Runs the troop in the absence of the Senior Patrol Leader
- ✿ Helps train and supervise the Troop Scribe, Quartermaster, Instructor, Librarian, Historian, and Chaplain's aide
- ✿ Serves as a member of the Patrol Leaders' Council (PLC)
- ✿ Sets a good example
- ✿ Enthusiastically wears the Scout Uniform correctly
- ✿ Lives by the Scout Oath and Law
- ✿ Shows Scout spirit

## **Patrol Leader (PL)**

### **Job Description:**

The Patrol Leader is elected by the patrol and leads the patrol. He represents his patrol on the Patrol Leaders' Council (PLC).

Reports to: The Senior Patrol Leader

### **Patrol Leader duties:**

- ✿ Appoints the Assistant Patrol Leader
- ✿ Plans and lead patrol meetings and activities
- ✿ Keeps patrol members informed
- ✿ Represents the patrol at all Patrol Leaders' Council (PLC) meetings
- ✿ Helps Scouts advance
- ✿ Prepares the patrol to take part in all troop activities
- ✿ Works with other troop leaders to make the troop run well
- ✿ Knows what patrol members and other leaders can do
- ✿ Sets a good example
- ✿ Wears the Scout Uniform correctly
- ✿ Lives by the Scout Oath and Law
- ✿ Shows Scout spirit

## **Assistant Patrol Leader (PL)**

### **Job Description:**

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

Reports to: The Patrol Leader

### **Assistant Patrol Leader duties:**

- ✿ Helps the Patrol Leader plan and lead patrol meetings and activities
- ✿ Helps him keep patrol members informed
- ✿ Helps the patrol get ready for all troop activities
- ✿ Represents his patrol at Patrol Leaders' Council (PLC) meetings when the Patrol Leader cannot attend
- ✿ Sets a good example
- ✿ Wears the Scout Uniform correctly
- ✿ Lives by the Scout Oath and Law
- ✿ Shows Scout spirit

## Troop Quartermaster

### Job Description:

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

Reports to: The Assistant Senior Patrol Leader

### Troop Quartermaster duties:

- ✿ Keeps records on patrol and troop equipment
- ✿ Makes sure equipment is in good working condition
- ✿ Issues equipment and makes sure it is returned in good condition
- ✿ Makes suggestions for new or replacement items
- ✿ Works with the troop committee member responsible for equipment
- ✿ Sets a good example
- ✿ Wears the Scout Uniform correctly
- ✿ Lives by the Scout Oath and Law
- ✿ Shows Scout spirit

## Troop Librarian

### Job Description:

The Troop Librarian oversees the care and use of troop books, pamphlets, magazines, audiovisuals, and merit badge counselor lists

Reports to: The Assistant Senior Patrol Leader

### Troop Librarian duties:

- ✿ Sets up and takes care of the troop library
- ✿ Keeps records of books and pamphlets owned by the troop
- ✿ Adds new or replacement items as needed
- ✿ Keeps books and pamphlets available for borrowing
- ✿ Keeps a system for checking books and pamphlets in and out, and follows up on late returns
- ✿ Sets a good example
- ✿ Wears the Scout Uniform correctly
- ✿ Lives by the Scout Oath and Law
- ✿ Shows Scout spirit

## Troop Historian

### Job Description:

The Troop Historian keeps a historical record or scrapbook of troop activities, preserves troop photographs, news stories, trophies, flags, scrapbooks, awards, and other memorabilia

Reports to: The Assistant Senior Patrol Leader

### Troop Historian duties:

- ✿ Gathers pictures and facts about troop activities and keeps them in a historical files, scrapbooks or wall displays
- ✿ Takes care of troop trophies, ribbons, and souvenirs of troop activities
- ✿ Keeps information about former members of the troop
- ✿ Sets a good example
- ✿ Wears the Scout Uniform correctly
- ✿ Lives by the Scout Oath and Law
- ✿ Shows Scout spirit

## Troop Scribe

### Job Description:

The Troop 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

Reports to: The Assistant Senior Patrol Leader

### Troop Scribe duties:

- ✿ Attends and keeps a log of Patrol Leaders' Council meetings
- ✿ Records individual Scout attendance and dues payments
- ✿ Records individual Scout advancement progress
- ✿ Works with the troop committee member responsible for records and finance
- ✿ Sets a good example
- ✿ Wears the Scout Uniform correctly
- ✿ Lives by the Scout Oath and Law
- ✿ Shows Scout spirit

## Chaplain's Aide

### Job Description:

The Chaplain's Aide works with the troop chaplain to meet the religious needs of Scouts in the troop. He also works to promote the religious emblems program

Reports to: The Assistant Senior Patrol Leader

### Chaplain's Aide duties:

- ✿ 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 the troop program planning process
- ✿ Helps plan for religious observance in troop activities
- ✿ Sets a good example
- ✿ Wears the Scout Uniform correctly
- ✿ Lives by the Scout Oath and Law
- ✿ Shows Scout spirit

## Troop Instructor

### Job Description:

The Instructor teaches Scouting skills

Reports to: The Assistant Senior Patrol Leader

### Troop Instructor duties:

- ✿ Teaches Scouting skills in troop and patrols
- ✿ Sets a good example
- ✿ Wears the Scout Uniform correctly
- ✿ Lives by the Scout Oath and Law
- ✿ Shows Scout spirit

