

Here are the general Job descriptions of the various jobs in the Troop

The SPL has lots of helpers to call upon:

the Assistant Senior Patrol Leader

that's what assistants are for
Scribe, Quartermaster, etc.
Other junior leaders

The Senior Patrol Leader

is elected by the Scouts to represent them as the top junior leader in the troop
the SPL reports to the Scoutmaster

Senior Patrol Leader Duties:

runs all troop meetings, events, activities, & the annual program planning conference
runs Patrol Leaders' Council meetings
appoints other troop junior leaders

with advice and counsel of Scoutmaster
Assigns duties and responsibilities to junior leaders
Assists with Junior Leader Training

And as with all other Junior Leaders -

Sets a good example
Enthusiastically wears the Scout uniform correctly
Lives by the Scout Oath and Law
Shows Scout spirit

The Assistant Senior Patrol Leader

- 2nd highest junior leader in the troop
- appointed by the SPL
- acts as SPL when SPL is absent
- provides leadership to other junior leaders

Assistant Senior Patrol Leader Duties:

- helps SPL lead meetings and activities
- runs troop in absence of SPL
- helps train and supervise troop scribe, quartermaster, instructors, librarian, historian, and chaplain aide
- Creates a training plan for the Patrols in Training (PIT) and ensures it is followed
- Supervises the Troop Guides and their interaction with the PITs
- serves as a member of the Patrol Leaders' Council
- sets a good example in the uniform, Oath, Law, & spirit

The Troop Guide

- Appointed by the Scoutmasters
- Provides leadership for the PITs as needed

Troop Guide Duties

- runs PITs in absence of their Patrol leaders
- helps train and supervise PIT Patrol Leaders
- Delivers the training plan for the Patrols in Training (PIT)
- Supervises the PITs by:
 - Becoming a member of their patrol -- This means you are no longer a member of your old patrol
 - Eating and sleeping with them
 - Ensuring they have the proper personal and Troop camping gear
 - Ensuring they have food purchased prior to campouts
 - Ensures that everyone is having a good time and is learning
- serves as a member of the Patrol Leaders' Council
- Reports to the ASPL
- sets a good example in the uniform, Oath, Law, & spirit

The Patrol Leader

the elected leader of his patrol
represents his patrol on the Patrol Leaders' Council
reports to the SPL

The Patrol Leader's Duties

appoints assistant patrol leader
represents patrol on the PLC
plans and steers patrol meetings
helps Scouts advance
chief recruiter for new Scouts
keeps patrol members informed
knows his resources

his other patrol members & other leaders

And again, as with all other JL's

sets the example
wears the uniform correctly
lives by the Scout Oath and Law
shows Scout spirit

The Assistant Patrol Leader

is appointed by the Patrol Leader and
leads the patrol in the PL's absence

Assistant Patrol Leader duties:

helps PL plan and steer patrol meetings and activities
helps PL keep patrol members informed
helps patrol get ready for all troop activities
represents his patrol at patrol leaders' council meetings when PL can not attend
helps control the patrol and in building patrol spirit
sets example - uniform, Oath, Law, & spirit

Patrol organization:

- patrol scribe - keeps patrol log, attendance records, dues, budgets for patrol activities
- patrol grubmaster - menu planner, food shopper, sees the patrol "eats right"
- patrol quartermaster - keeps patrol gear in order
- patrol cheerleader - leads songs, yells, stunts, and campfire programs
- patrol chief cook - organizes cooking meals

Patrol Organization = Sharing Leadership

- the patrol jobs can be for months or only weeks at a time
- rotate assignments - plenty of jobs to go around
- sharing gives each scout a chance to "buy in"
- if each has a part in a plan's creation, each will do his best to make it come out right

Troop Support Staff Jobs:

- every troop needs troop-level junior leader support staff to get the job done
- "behind the scenes" but still very important
- all of the following staffers report to the assistant senior patrol leader

Troop Scribe

- attends and keeps the official record of the Patrol Leaders' Council
- records individual Scout attendance and dues
- records individual Scout advancement
- example - uniform - Oath - Law - spirit

Troop Quartermaster

- keeps records of patrol and troop equipment
- ensures equipment is in good working order
- issues equipment and ensures it is returned in good condition
- suggests new or replacement items
- example - uniform - Oath - Law - spirit

Troop Instructors

teach basic Scouting skills to troop and patrols
can prepare and make special presentations that will be educational for troop meetings

games with a point, from Woods Wisdom, etc.
learning can be fun, if you make it so
examples: cross the river, lift the cook pot, etc.
example - uniform - Oath - Law - spirit

Chaplain Aide

assists troop chaplain with religious services at troop activities
tells scouts about religious emblem program
ensures religious holidays considered in troop program planning
plans religious observances at troop outings
example - uniform - Oath - Law - spirit

Troop Librarian

sets up and cares for troop library

records new troop books and pamphlets
runs troop lending library and follows up on late returns
example - uniform - Oath - Law - spirit

Troop Historian

gathers pictures and facts about past troop activities
keeps troop historical file and/or scrapbook
cares for troop trophies, ribbons, souvenirs
keeps information about former troop members
example - uniform - Oath - Law - spirit