

SCOUTING POSITIONS CALLING LIST

This checklist contains only KEY POINTS, mainly dealing with time involvement of the job. For a detailed job description, see the website indicated. NOTE: All leaders in LDS units should take *Fast Start*.
***Required Training:** A leader is considered trained when the following courses have been completed: Youth Protection and position-specific training. In order to be considered trained in some Scouting positions the leader must complete additional training (such as *Intro. to Outdoor Leader Skills* [IOLS] for troop, team & LDS crew leaders; *This Is Scouting* (CORs); & *Fundamentals of Training* (pack trainers).
****Key Scout Leader's Meeting:** The monthly meeting at which the COR and the key Scouters from every unit in the ward correlate calendars, boys' transitions to the next unit, budget, equipment usage, etc.

CUB SCOUT PACK

www.scouting.org/scoutsources/CubScouts/Leaders/About.aspx (Click onto appropriate position)

CUBMASTER (& ASSISTANT CUBMASTER)

www.scouting.org/scoutsources/CubScouts/Leaders/CubmasterResources.aspx

- ___ Register with the BSA, complete Youth Protection
- ___ Complete other required Cub Scout leader training*
- ___ Attend monthly ward key Scout leaders' meeting**
- ___ Attend monthly pack leaders' meeting
- ___ Conduct monthly pack meeting & annual calendar mtg
- ___ Attend monthly Cub Scout roundtable
- ___ Wear the Scout leader uniform
- ___ Help train den chiefs to work with den leaders

WEBELOS DEN LEADER (& ASS'T WEBELOS LEADER)

www.scouting.org/scoutsources/CubScouts/Leaders/DenLeaderResources.aspx

- ___ Register with the BSA, complete Youth Protection
- ___ Complete other required Cub Scout leader training*
- ___ Attend monthly pack meeting
- ___ Attend monthly pack leaders' meeting
- ___ Attend monthly Cub Scout roundtable
- ___ Plan, direct, and conduct weekly Webelos den meeting
- ___ Work with boys on Webelos and/or A of L adventures
- ___ Wear the Scout leader uniform
- ___ Attend Cub Scout day camp (strongly encouraged)

DEN LEADER (& ASSISTANT DEN LEADER)

www.scouting.org/scoutsources/CubScouts/Leaders/DenLeaderResources.aspx

- ___ Register with the BSA, complete Youth Protection
- ___ Complete other required Cub Scout leader training*
- ___ Attend monthly pack meeting
- ___ Attend monthly pack leaders' meeting
- ___ Attend monthly Cub Scout roundtable
- ___ Plan, direct, and conduct weekly den meetings
- ___ Work with Cubs on adventures and advancement
- ___ Wear the Scout leader uniform
- ___ Attend Cub Scout day camp (strongly encouraged)

PACK TRAINER

[http://meritbadge.org/wiki/index.php/Pack_Trainer_\(2006,_so_already_outdated\)](http://meritbadge.org/wiki/index.php/Pack_Trainer_(2006,_so_already_outdated))

- ___ Register with the BSA, complete Youth Protection
- ___ Complete other required training for pack trainer: Pack Comm. Challenge & Fundamentals of Training 2014
- ___ Orient new leaders and new families
- ___ Encourage pack leaders to be trained: goal = 100% trained leaders (new leaders: within 30 days)
- ___ Attend monthly ward key Scout leaders' meeting**
- ___ Attend monthly pack meeting
- ___ Attend monthly pack leaders' meeting and help with Unit Leadership Enhancements
- ___ Attend monthly Cub Scout roundtable
- ___ Wear the Scout leader uniform
- ___ Keep track of pack training records

BOY SCOUT TROOP

<http://meritbadge.org/wiki/index.php/Scoutmaster>

SCOUTMASTER

- ___ Register with the BSA, complete Youth Protection
- ___ Complete other required Scoutmaster training*
- ___ Attend monthly ward key Scout leaders' meeting**
- ___ Attend monthly troop committee meeting
- ___ Attend monthly Boy Scout roundtable
- ___ Wear the Scout leader uniform
- ___ Work with senior patrol leader to plan weekly troop meeting
- ___ Hold monthly patrol leaders' council meeting
- ___ Hold regular courts of honor (at least 4 yearly)
- ___ Attend at least one long-term camp during the year
- ___ Plan for monthly outdoor campouts or activities
- ___ Encouraged to attend Wood Badge training

ASSISTANT SCOUTMASTER

- ___ Register with the BSA, complete Youth Protection
- ___ Complete other required Scoutmaster training*
- ___ Attend monthly troop committee meeting
- ___ Attend monthly Boy Scout roundtable
- ___ Wear the Scout leader uniform
- ___ Assist Scoutmaster at meetings and activities and accept other duties as requested
- ___ Assist Scoutmaster with courts of honor

LEADER FOR ELEVEN-YEAR-OLD SCOUT PATROL

- ___ Register with the BSA, complete Youth Protection
- ___ Complete other required Scoutmaster training*
- ___ Attend monthly ward key Scout leaders' meeting**
- ___ Attend monthly troop committee meeting
- ___ Attend monthly Boy Scout roundtable
- ___ Attend monthly patrol leaders' council meeting with the 11-year-old patrol leader
- ___ Conduct weekly patrol meetings to teach Scout skills; encourage 11-year-olds to progress toward First Class
- ___ Wear the Scout leader uniform
- ___ Attend troop courts of honor
- ___ Attend stake or ward eleven-year-old Scout camp

CHARTERED ORGANIZATION REPRESENTATIVE

The COR is the counselor in the bishopric responsible for Scouting. meritbadge.org/wiki/index.php/chartered_organization_representative

- ___ Register with the BSA, complete Youth Protection
- ___ Complete other required COR training (including *Training the Chartered Org. Rep. & This Is Scouting*)*
- ___ Conduct monthly ward key Scout leaders' meeting**
- ___ Attend the monthly district committee meeting
- ___ Attend the annual council business meeting
- ___ Help select and extend callings to adult Scout leaders
- ___ Correlate and encourage a quality program in all Scout units in the ward; encourage all leaders to be trained

VARSITY SCOUT TEAM

http://meritbadge.org/wiki/index.php/Team_Coach

TEAM COACH

- ___ Register with the BSA, complete Youth Protection
- ___ Complete other required Varsity Scout leader training*
- ___ Attend monthly ward key Scout leaders' meeting**
- ___ Attend monthly team committee meeting
- ___ Attend monthly Varsity Scout leader huddle
- ___ Work with boy leaders to plan weekly team meeting
- ___ Hold monthly team leadership meeting
- ___ Arrange for at least one high adventure activity yearly
- ___ Supervise the Varsity Scout letter program
- ___ Encouraged to attend Wood Badge training

ASSISTANT TEAM COACH

- ___ Register with the BSA, complete Youth Protection
- ___ Complete other required Varsity Scout leader training*
- ___ Attend monthly team committee meeting
- ___ Attend monthly Varsity Scout leader huddle
- ___ Assist Varsity Scout Coach at meetings and activities and accept other duties as requested

VENTURING CREW

http://meritbadge.org/wiki/index.php/Crew_Advisor

VENTURING ADVISOR

- ___ Register with the BSA, complete Youth Protection
- ___ Complete other required Venturing leader training*
- ___ Attend monthly ward key Scout leaders' meeting**
- ___ Attend monthly crew committee meeting
- ___ Conduct an annual crew officers' seminar
- ___ Attend monthly Venturing leader roundtable
- ___ Arrange for at least one high adventure activity yearly
- ___ Encourage and attend regular crew officers' meetings
- ___ Work with crew officers to plan crew meetings and activities (calendared at least 3 months in advance)
- ___ Encouraged to attend Wood Badge training

ASSOCIATE ADVISOR

- ___ Register with the BSA, complete Youth Protection
- ___ Complete other required Venturing leader training*
- ___ Attend monthly crew committee meeting
- ___ Attend monthly Venturing leader roundtable
- ___ Assist Venturing Advisor at meetings and activities and accept other duties as requested

UNIT COMMITTEES

Click on these hyperlinks to learn about: [pack committee](#), [troop committee](#), [team committee](#), or [crew committee](#).

COMMITTEE CHAIRMAN

- ___ Register with the BSA, complete Youth Protection
- ___ Complete required position-specific committee training (e.g. *Pack, Troop, Team, or Crew Comm. Challenge**)
- ___ Attend monthly ward key Scout leaders' meeting**
- ___ Preside at the monthly unit committee meeting
- ___ Study and use the *Troop Committee Guidebook* or other guidance and unit resources
- ___ Assign duties to committee members and orient them to their responsibilities
- ___ Assure that the unit runs a quality program

MEMBERS OF THE COMMITTEE

- ___ Register with the BSA, complete Youth Protection
- ___ Complete required position-specific committee training* (same as committee chairman training)
- ___ Attend monthly unit committee meeting
- ___ Accept specific assignments from the committee chairman as requested

SECRETARY/TREASURER (committee member)

- ___ Same duties as above (for committee members) plus:
- ___ Keep minutes of committee meetings
- ___ Prepare a parent newsletter
- ___ Handle and keep records of all the unit funds
- ___ Supervise and organize fundraising projects as needed and approved (one fundraiser per year)

ADVANCEMENT CHAIRMAN (committee member)

- ___ Same duties as above (for committee members) plus:
- ___ Assist unit leader in planning advancement ceremonies
- ___ Encourage boys' advancement (with parental support)
- ___ Be responsible for the monthly board of review (only for the troop, team, and crew)
- ___ Prepare advancement report and obtain badges
- ___ Develop and maintain a list of merit badge counselors
- ___ Promote quality Scouting programs

OUTDOOR COMMITTEE MEMBER (committee member)

- ___ Same duties as above (for committee members) plus:
- ___ Be responsible for transportation arrangements
- ___ Promote outdoor programs for the unit
- ___ Work with unit to acquire and store equipment
- ___ Assure Tour & Activity Plan is sent to council on time
- ___ Be concerned with health and safety of unit programs

