This complete set of youth leader position description cards is a resource for use in Introduction to Leadership Skills for Troops, designed to help adult leaders prepare youth to effectively take on new troop responsibilities.
What are my goals to get us there?

What does success look like for our troop?

Name__________________________

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Position Description: **Patrol Leader**

- Plan and lead patrol meetings and activities.
- Keep patrol members informed.
- Assign each patrol member a task and help them succeed.
- Represent the patrol at all patrol leaders’ council meetings and the annual program planning conference.
- Prepare the patrol to take part in all troop activities.
- Show and help develop patrol spirit.
- Work with other troop leaders to make the troop run well.
- Know what patrol members and other leaders can do.
- Set a good example.
- Wear the Scout uniform correctly.
- Live by the Scout Oath and Scout Law.

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What are my goals to get us there?

What does success look like for our patrol?

Name ____________________________

Name ____________________________

Name ____________________________

Name ____________________________

Name ____________________________
Position Description: Assistant Patrol Leader

- Help the patrol leader plan and lead patrol meetings and activities.
- Help the patrol leader keep patrol members informed.
- Help the patrol leader prepare the patrol to take part in all troop activities.
- Lead the patrol in the patrol leader’s absence.
- Show and help develop patrol spirit.

- Represent the patrol at all patrol leaders’ council meetings in the patrol leader’s absence.
- Work with other troop leaders to make the troop run well.
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- Help the patrol leader prepare the patrol to take part in all troop activities.
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<td>• Guide new Scouts through early Scouting activities.</td>
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<td>• Shield new Scouts from harassment by older Scouts.</td>
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<td>• Help new Scouts earn the First Class rank in their first year.</td>
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<td>• Coach the patrol leader of the new-Scout patrol on his duties.</td>
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| Den Chief |
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| • Serve as the activities assistant at den meetings. | • Serve as the activities assistant at den meetings. |
| • Meet regularly with the den leader to review the den and pack meeting plans. | • Meet regularly with the den leader to review the den and pack meeting plans. |
| If serving as a Webelos den chief, help prepare boys to join Boy Scouting. | If serving as a Webelos den chief, help prepare boys to join Boy Scouting. |

| Troop Guide |
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| • Attend patrol leaders’ council meetings with the patrol leader of the new-Scout patrol. | • Attend patrol leaders’ council meetings with the patrol leader of the new-Scout patrol. |
| • Assist the assistant Scoutmaster with training. | • Assist the assistant Scoutmaster with training. |
| • Coach individual Scouts on Scouting challenges. | • Coach individual Scouts on Scouting challenges. |
| Set a good example. | • Set a good example. |
| • Wear the Scout uniform correctly. | • Wear the Scout uniform correctly. |
| • Live by the Scout Oath and Scout Law. | • Live by the Scout Oath and Scout Law. |
| • Show and help develop Scout spirit. | • Show and help develop Scout spirit. |
| • Teach basic Scout skills. | • Teach basic Scout skills. |

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<td>• Gather pictures and facts about past activities of the troop and keep them in scrapbooks, wall displays, or information files.</td>
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<td>• Take care of troop trophies and keepsakes.</td>
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- Keep records on literature owned by the troop.
- Add new or replacement items as needed.
- Have literature available for borrowing at troop meetings.
- Maintain a system to check literature in and out.
- Follow up on late returns.
- Set a good example.
- Wear the Scout uniform correctly.
- Live by the Scout Oath and Scout Law.
- Show and help develop Scout spirit.
- Keep records of patrol and troop equipment.
- Keep equipment in good repair.
- Issue equipment and see that it is returned in good order.
- Keep equipment storage area neat and clean.
- Issue equipment and see that it is returned in good order.
- Suggest new or replacement items.
- Work with the troop committee member responsible for equipment.
- Set a good example.
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- Set a good example.
- Wear the Scout uniform correctly.
- Live by the Scout Oath and Scout Law.
- Show and help develop Scout spirit.

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<tbody>
<tr>
<td>- Attend and keep a log of patrol leaders’ council meetings.</td>
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<tr>
<td>- Record attendance and dues payments of all troop members.</td>
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<td>- Record advancement in troop records and on the Troop/Team Advancement chart.</td>
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<td>- Instruct Scouting skills as needed within the troop or patrols.</td>
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<td>- Prepare well in advance for each teaching assignment.</td>
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• Assist the troop chaplain or religious coordinator in meeting the religious needs of troop members while on activities.
• Encourage saying grace at meals while camping or on activities.
• Show and help develop Scout spirit.

Position Description: Chaplain Aide

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