

TROOP COMMITTEE OPPORTUNITIES FOR INVOLVEMENT

ADMINISTRATIVE

Troop Committee Chairman

Call and preside over regular meetings of the Troop Committee

Troop Committee Co-Chairman

Preside in the absence of the Chairman.

Secretary

Take minutes of troop committee meetings.
Keep historical records of the troop committee.
Compile and type information for newsletters.

Treasurer

Collect and keep records of dues paid.
Be accountable for monies raised by troop and paid out by the troop.
Register the troop for accident insurance each year.
Prepare a brief treasurers report for the troop committee meetings.
Prepare annual statements of the financial position of the troop. Include a balance sheet and a total annual income and expense statement.

Telephone Committee Chairman

Maintain a telephone calling committee to notify members/parents of the Troop Committee meetings and other upcoming events.

Registration

Verify that all scouts are on the re-registration list and the proper information is recorded.
Collect funds necessary to re-register or to pay for "Boy's Life".
Collect the funds for the adult registration. Keep our Charter up-to-date! Start in November and complete in December.

Service Projects and Fund Raisers

Handle all fund raising and service projects.
In Fund Raisers offer incentives to encourage the scouts to participate in the projects.
Try to have service projects available for Star and Life Scouts.
Work with the Eagle Project Coordinator and use these as Service projects when possible. Document for the scoutmaster's records when Scouts complete service projects.

Sustaining Membership Enrollment (SME)

Attend a training session at the Scout Office.
Obtain 2 or 3 wonderful volunteers to help you call all members of our troop for SME donations after the scout office sends out it's letter to each of our families.

Eagle Plaques

Make a framed plaque.
Assemble all appropriate badges for the given boy's Eagle Award.

ACTIVITIES

Camporees and Campouts

- Attend, when possible, the fall and spring camporee.
- Assist in preparing the scouts for the competition.
- Assist in coordinating the activities of the boys at the camporee.
- Assist in preparing for overnight campouts.
- Help come up with good camping places.
- Recommend additional camping equipment needed.
- Participate in as many campouts as possible.
- Arrange for transportation.

Hikes and One Day Outings

- Assist in preparing for hikes and one day outings.
- Help come up with good places to hike.
- Participate in as many one day outings as possible.
- Arrange for transportation.

Scout Show

- Help with any preparation for the scout show.
- Help with scheduling the scouts to work the scout show.
- Make any needed phone calls to set up the show.

Scout Show Tickets

- Keep the necessary records of tickets issued and money turned in.
- Promote the sale of scout show tickets.
- Ensure the scouts get the incentive prizes they select.

Summer Camp

- Promote summer camp attendance.
- Collect payment from the scouts.
- Insure each scout turns in a completed medical form.
- Check with scout office and make sure all deadlines are met.

Summer Camp Sign-ups for Classes

- Help the scouts determine what they need to take at summer camp.

Venture Scouts

- Work With older scouts 13 years old and up.
- Work to develop a program of high adventure.
- Promote activities to keep older scouts interested in scouting.

First Year Scouts

- Work with new scouts for their first year.
- Get each new scout to First Class.
- Make sure that all records are kept.

Equipment

- Work to keep all troop gear in working order.
- Recommend what new equipment that is needed to make the campouts safer and more enjoyable.

Covered Dish Dinner

- Reserve space by contacting the church.
- Organize needed supplies and people to purchase them.
- Contact phone committee to make needed phone calls to get number count/food tally.
- Work with Scoutmaster to set up a boy and adult work schedule.

Order of the Arrow

- Work to promote the Order of the Arrow.
- Organize Order of the Arrow elections.

Pinewood Derby

- Organize the various races.
- Schedule boys to work the races.
- Organize transportation to the race.
- Run and officiate the race.

Trophies

- Collect sparkplugs from various sources.
- Entice someone to cut blocks of wood for you and screw the sparkplug into them.
- Organize a crew of painters about once a week for 2 months to paint trophies, or as necessary, to keep up with the demand. The boys are sometimes used to paint the first coats.

Scouting for Food

- Organize scouts and parents for delivery/pick up of bags.
- Attend a Roundtable session for information and pick up the bags.
- Be sure boys get service hour credit.

ADVANCEMENT

Board of Review

- Work with the Scoutmaster in setting up Boards of Review.
- Determine which scouts are ready to go before a Board of Review.
- Recruit adult members for the Board of Review.

Court of Honor

- Assist the Scoutmaster in getting ready for Courts of Honor.
- Assist in getting the awards ready.
- Work on having a continually meaningful ceremony.

Merit Badge Classes

- Recruit counselors (teachers) for merit badges.
- Determine which required merit badges need to be taught.
- Help select non-required merit badges.

Record Keeping

- Prepare and submit Advancement Reports to the Scout office.
- Keep track of each boy's merit badges and ranks and the date earned.

Eagle Projects

- When we have boys going for their Eagles, this person would need to attend meetings as regularly as possible and assist and advise the boys.
- Go over all paperwork regularly and guide the boys in filling it out.