

Pack 374 Leader Position Descriptions

ADVANCEMENT CHAIR

Pack Committee

Position Description

- Helps Cub Scouts move through the ranks of Cub Scouting and transition into a Boy Scout troop.
- Educates Cubmasters, Den Leaders, and pack committee members in ways to stimulate Cub Scout advancement.
- Promotes the use of pack-provided online services to record and recognize advancement in the dens.
- Creates advancement reports needed to order badges and insignia from the Scout Shop.
- Ensures advancement is reported to BSA, utilizing their online systems.
- Procures awards needed to recognize scout accomplishment.
- Promote Boys' Life magazine as an aid to advancement.
- Coordinates with Cubmaster and Den Leaders to distribute awards to scouts at meetings in a meaningful manner.
- Helps plan and conduct advancement and induction ceremonies, coordinating as needed with the Cubmaster, Den Leaders, Boy Scout troop Scoutmaster(s), Order of the Arrow, or other external groups.
- Helps build/obtain and maintain advancement equipment for use in making advancement ceremonies effective.
- Works with Purchasing Coordinator, as needed.

Desired skills & requirements

- Have a working knowledge of the Cub Scout advancement plan.
- Organized; detail oriented.
- Maintains good communication with Den Leaders and Cubmaster.
- Working knowledge of computer use, the internet, and pack-provided online services.
- Regularly attends monthly pack committee meetings.
- Participates in annual pack planning meeting.
- Supports the policies of the BSA.
- Will complete Youth Protection Training before starting in the position.
- Will complete online training for "Pack Committee (MC)" within 30 days of registering.

Estimated hours per week, average

1-3, including meeting time.

Leader uniform required

No, but encouraged.

Position description implemented

3/15/2018