



Historian Leader Leadership Position Description

Position Description: The Historian preserves the Troop's history, photographs, bulletin board, news stories, trophies, flags, scrapbooks, awards, and other memorabilia.

General Information

Type: Appointed by the Senior Patrol Leader with Scoutmaster Approval

Term: 6 months

Reports to: Assistant Senior Patrol Leader with assistance from an adult mentor.

Comments: Projects of a historical nature may be substituted with Scoutmaster approval.

Qualifications:

Age: Under 18 years of age

Rank: Tenderfoot or higher

Experience: none

Troop Attendance: 50% over previous 6 months

General Leadership Responsibilities:

Uniform: Set the example by wearing your uniform correctly. This means that you will wear all of the parts of the troop uniform, shirttail tucked in, with all required badges in their correct locations.

Behavior: Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you say and do. Sets a good example at all times.

Attendance: Set the example by being an active Scout. Be on-time for meetings and activities. You must call the Assistant Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that someone will assume your responsibilities.

Training: Attends Leadership Training, even if has in the past.

Specific Leadership Responsibilities:

- Gathers and Maintains historical records, trophies, ribbons, photos and souvenirs of troop activities.
- Display troop awards, scrapbooks, and Rank Board at Courts of Honor or other appropriate places.
- Takes photos at appropriate events utilizing approved policies.
- Assists with the maintaining the bulletin board.
- Supports the youth and adult Webmaster to post newsletters, photos or other historical information on the facebook or website.



Historian Leader Leadership Tracking Card

Name: _____
Patrol: _____

Date Appointed: _____
Date Appointment Ends: _____

Performance Requirements/Tracking: All requirements must be *completed, initialed and dated by appropriate person* to receive FULL leadership credit. Visit with the SM (or designee) after appointment, and then visit the Advancement Chair, with this card completed after the term.

After Appointment: ASM/Mentor _____ Briefed on duties and responsibilities:

- _____ Attends Leadership Training (when)
- _____ Works with the ASPL to determine what goals should be set during term
- _____ Cleans historical material in the troop room once during the term
- _____ Meets with the ASPL to discuss how the Troop is doing within 4 weeks
- _____ Meets with Mentor and reviews progress 6 weeks after appointment

At term completion:

- _____ Discuss progress with leadership skills and next steps with Mentor
- _____ Submit a short written report to the SM about work completed or presentation to the Committee
- _____ Submit completed leadership card to Advancement Chair

This form is due at the next meeting following current leadership period. If this form is completed midterm to satisfy a rank requirement, it **MUST** also be completed again at the end of the leadership period, during which time the Scout continues to serve this position, in order to receive credit for the remainder of the leadership period.

Credit from ___/___/___ to ___/___/___ _____
Date: ___/___/___ Advancement Chair Signature

T2 Rev: 12/2015

Record Keeping: