



Guide Leadership Position Description

Position Description: The Troop Guide works with new Scouts under the supervision of the Scoutmaster. He helps them feel comfortable and earn their First Class rank in their first year.

General Information

Type: Elected by members of the Troop

Term: 6 months

Reports to: Scoutmaster

Comments: The first year as a Boy Scout is a critical time with new places, new people, new rules, and new activities. The Troop Guide is a friend to the new Scouts and makes first year fun and successful. This is an important position for the consistency of the Troop.

Qualifications:

Age: 15 to 18 years of age

Rank: Ideally Star but First Class or higher

Experience: None

Troop Attendance: 75% 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 your Assistant Senior Patrol Leader and the 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 the Assistant Senior Patrol Leader is ready to assume your responsibilities at all times.

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

Specific Leadership Responsibilities:

- Introduces new Scouts to troop operations.
- Helps new Scouts earn First Class rank in their first year.
- Teaches basic Scout skills.
- Help the new Patrol Leaders train their patrols so they can effectively operate.
- Assists the assistant Scoutmaster with training.
- Counsels individuals Scouts on Scouting challenges.
- Sets the tone for a positive patrol and helps with good patrol functioning



Guide 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 Election: SM _____ Briefed on duties and responsibilities:

- _____ Attends Leadership Training (when)
- _____ Works with the Patrol Leader to manage the patrol
- _____ Develops skills and advancement for the patrol members
- _____ Meets with Patrols during meetings and guides process
- _____ Meets with the SPL to discuss how the Troop is doing within 4 weeks
- _____ Meets with SM and reviews patrol progress 6 weeks after appointment
- _____ Meets with SM and reviews progress 3 months after appointment; include discussion about progress of Troop and future personal training needs

At term completion:

- _____ Discuss progress with leadership skills and next steps with SM
- _____ Submit a short written report to the SM overviewing experience and patrol advancement or progress
- _____ Attest to attendance (50% of meetings, campouts) to SM
- _____ 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