

Scoutmaster's Junior Leader Training Kit



BOY SCOUTS OF AMERICA

In order to facilitate accounting and inventory procedures, the national office has begun to change catalog numbers on all literature. The Supply Division will deliver requested items by matching old numbers with new (where applicable). All new numbers will be added to future editions of this pamphlet.

Table of Contents

Introduction	4
Troop Junior Leader Organization	5
Section I: Introduction to Leadership	7
Senior Patrol Leader	9
Job Description for Senior Patrol Leader	13
Assistant Senior Patrol Leader	15
Job Description for Assistant Senior Patrol Leader	19
Patrol Leaders	21
Job Description for Patrol Leaders	25
Assistant Patrol Leaders	27
Job Description for Assistant Patrol Leaders	29
Patrol Leader of a New Scout Patrol	31
Job Description for Patrol Leader of a New Scout Patrol	35
Troop Guide	37
Job Description for Troop Guide	41
Crew Chiefs/Team Captains	43
Job Description for Venture Crew Chief	47
Job Description for Varsity Team Captain	49
Appointed Junior Leaders	51
Job Description for Troop Scribe	55
Job Description for Troop Librarian	57
Job Description for Troop Historian	59
Job Description for Instructor	61
Job Description for Troop Quartermaster	63
Job Description for Chaplain Aide	65
Den Chief	67
Job Description for Den Chief	71
Junior Assistant Scoutmaster	73
Job Description for Junior Assistant Scoutmaster	77
Section II: Troop Junior Leader Training: Building the Team	79
Section III: Continuing Training Opportunities	95

Introduction

The Junior Leader Training Plan

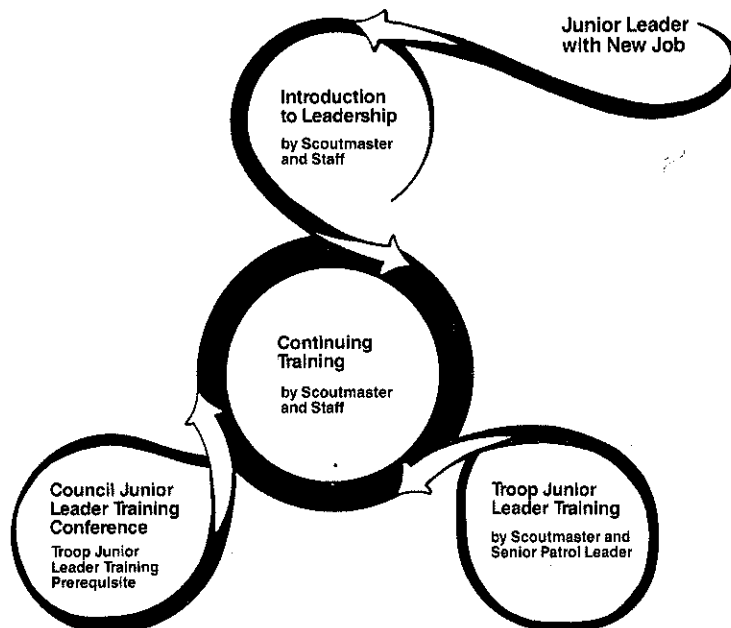
This *Scoutmaster's Junior Leader Training Kit* contains step-by-step guides for the introduction to leadership for each junior leader job, as well as job description sheets for each job. The top left corner of each sheet indicates the emblems of the leaders responsible for conducting the introduction. The top right corner indicates the junior leader for whom the sheet is intended. These sheets are to be reproduced and given to each junior leader during the session. The second part of this kit contains a video and step-by-step guide for the Scoutmaster to use in conducting troop junior leader training for his patrol leaders' council. The final section of this kit gives the Scoutmaster suggestions on how to continue the junior leader training process.

The Scoutmaster's job is to train and guide junior leaders to run *their* troop. The patrol method is the very foundation of Scouting, and working with and through junior (youth) leaders is the heart of the patrol method.

Training junior leaders is an ongoing process that begins immediately upon a Scout's appointment or election as a junior leader. It begins with a process called "introduction to leadership." The Scoutmaster then conducts "troop junior leader training" shortly after each troop election (usually held every 6 months). Other special junior leader activities are encouraged as the Scoutmaster sees fit.

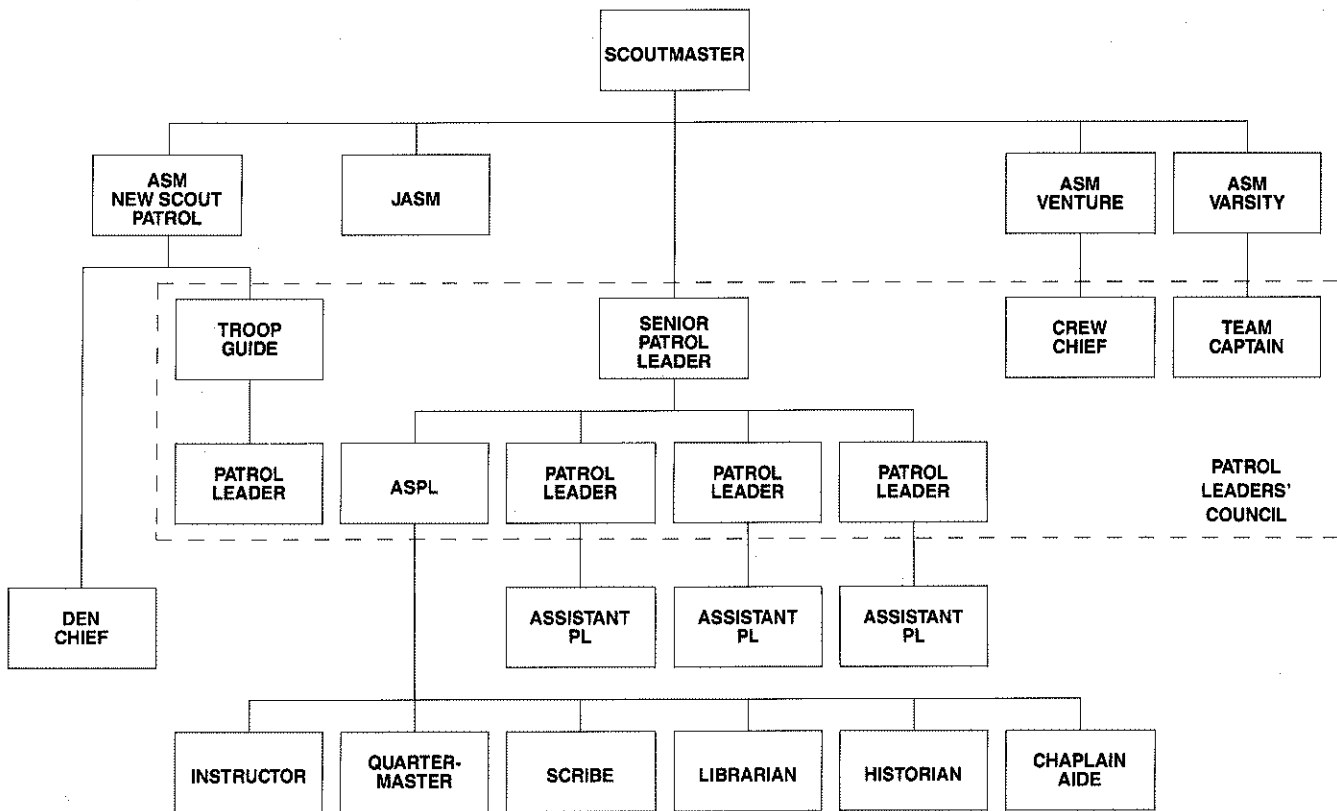
In addition to the personal training conducted by the Scoutmaster, the council junior leader training conference is intended for your senior patrol leader or other older Scouts. Its purpose is to supplement the Scoutmaster's training.

The junior leader training cycle is shown in the diagram below.



Junior Leader Training Cycle

TROOP JUNIOR LEADER ORGANIZATION





SECTION I

Introduction to Leadership

This is the first step of a process which should continue as long as a Scout is in your troop. This informal training should be conducted each time a Scout takes on a new job. These sessions are for all junior leaders, but they should be done in small groups (no more than three), or if with a single Scout, perhaps at his family's home with parents

present. All junior leaders should be included.

The Scoutmaster is responsible for seeing that introduction to leadership gets done, but some jobs can best be covered by assistants. Following are logical training groupings showing the most likely person to conduct each session:

<u>Junior Leader Position</u>	<u>Conducted By</u>
Senior patrol leader	Scoutmaster
Assistant senior patrol leader	Scoutmaster and senior patrol leader
Patrol leaders (except for new Scout patrol)	Scoutmaster and senior patrol leader
Assistant patrol leaders	Patrol leader
Patrol leader of new Scout patrol (required as rotated)	Assistant Scoutmaster (new Scout patrol) and troop guide
Troop guide	Assistant Scoutmaster (new Scout patrol)
Den chief	Assistant Scoutmaster (new Scout patrol)
Varsity team captain	Assistant Scoutmaster (Varsity)
Venture crew chief	Assistant Scoutmaster (Venture)
Junior assistant Scoutmaster	Scoutmaster
Instructor	Scoutmaster and assistant senior patrol leader
Quartermaster	Assistant senior patrol leader, plus committee member responsible for equipment
Scribe	Assistant senior patrol leader, plus committee member responsible for records and finance
Librarian	Assistant senior patrol leader
Troop historian	Assistant senior patrol leader
Chaplain aide	Assistant senior patrol leader, and chaplain

The location is not important (as long as it is not secluded), but the session should be informal. The session could be held on a campout if time permits. It really should take place within the first week of the Scout's new job, if possible. Other possible locations are the Scout's home, where the adult leader can have the opportunity to meet his parents; at the adult leader's home with other family members present; or at the local ice cream parlor, if conducive to a private discussion. In any case, a light snack would be in order.

Each junior leader job is different, and the discussion will need to be tailored accordingly. Each session should contain the following elements:

Break the Ice—This is an informal period in which the Scout is made to feel at ease and comfortable with the session.

Job Description—Give the Scout the sheet for his particular job, copied from this kit. Make this a two-way discussion on the Scout's job and be sure to listen closely to him to determine his concerns.

Expectations—Explain to the Scout what you expect of him and what he can expect of you. Be sure both communicate and mutually understand these expectations. Tailor the expectations to the Scout; consider his age, maturity, and experience, but don't expect too little. If you expect great things, he probably will give you great things.

Resources—Identify the Scout's resources, including the appropriate literature for his job (listed on his job description sheet) and those adults and other junior leaders in the troop who can help him. Don't forget his parents.

Learning Is Continuous—Explain that his leadership role in this job is just beginning, and other training sessions will help him throughout his tenure in the job. This process will help him to continually develop and to improve his patrol or troop. Answer any questions he may have. Use your best counseling techniques.

Assign Task—Assign the Scout an achievable job-related task which he can complete within 1 week. This task should be simple but should allow him to exercise some leadership by actually doing his job. Discuss in detail what he could do to be successful, but don't overwhelm him. Success, even a small success, is the key here. You want to build on a series of successes.

Followup—It is important that you follow up on schedule with the Scout when his task is complete. If it appears that you don't think it is important enough to do, neither will he. Evaluate with him what was done well and what he feels could be done better if it were to be done again. Now assign another task and follow up. Subsequent tasks should be more challenging and take longer to complete. Get the idea? A word of caution: Don't assign tasks that other junior leaders should assign.

Relationship—It is vital that you use this opportunity to begin establishing a personal relationship with the junior leader. The Scout should feel that you think he has ability, that you think he is important, and that he can come to you at any time.

The following pages contain step-by-step guides for the introduction to leadership for each junior leader. It also includes job description sheets for each junior leader that are to be reproduced and handed out during the session.



Guide for Conducting an Introduction to Leadership Session with a New Senior Patrol Leader

This guide is intended for use by the Scoutmaster when conducting an introduction to leadership session with a new senior patrol leader. To conduct this session, review chapter 5, "Training Junior Leaders," in the *Scoutmaster Handbook* and the introduction to this kit prior to meeting with the Scout. The Scoutmaster must acquaint the senior patrol leader with the material in this kit (provide copies) that will be used to train other junior leaders.

MATERIALS NEEDED

- *Scoutmaster Handbook*, No. 6502
 - *Junior Leader Handbook*, No. 3500
 - *Boy Scout Handbook*, No. 3229
 - *Woods Wisdom, Troop Program Features*, No. 7262A
 - *Scoutmaster's Junior Leader Training Kit*, No. 3422
 - Copy of senior patrol leader job description sheet
 - Paper and pencils
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Break the Ice

- Welcome the senior patrol leader informally to this special session.
- Explain that you will help him grow in this job and in leadership skills, as well as in Scoutcraft. He will grow in his ability to work with his peers and with adults. And he will be making a substantial contribution to the Scouts in the troop.

Now ask him to mention some of the benefits he feels a boy can get from Scouting. He will probably start with the "fun" things—camping, hiking, outdoor skills, trips, making friends. But guide him toward understanding Scouting's role in developing a boy's personal growth—the "growth values" of citizenship, character, ideals, and overall fitness.

As the two of you discuss this, help him understand that he is an important influence that can cause such growth to take place, and it's a major part of his job as senior patrol leader to use his influence on the other junior leaders.

Caution: Don't let this discussion bog down in nonessentials.

Explain that the patrol method is what makes Boy Scouting special. The senior patrol leader makes the difference in whether the troop is a good troop or just a troop. Together, you (as Scoutmaster) and he (as senior patrol leader) will make the difference. Explain to him that it's his

responsibility to give leadership to the troop through the patrol leaders' council. Explain that it's your job to give him counsel and guidance, but he is the key leader.

Help him to understand that everything the troop does should be as a result of the decisions of the patrol leaders' council, of which he is chairman. Be quick to assure him that you and he will have many opportunities to discuss these meetings, and you will certainly be there to help him.

Job Description

Give him a copy of the junior leader job description sheet for senior patrol leader. Explain that this is a summary of his chief duties, and that you'll "walk through" them together to get an overall idea of what his job entails. As you do so, encourage him to react with comments and questions. Invite him to make notes on his sheet. Note that some of these topics can generate exciting discussion, but be careful not to let it run on too long.

Now discuss each point one at a time.

Expectations

Tell him that all the points in the job description just discussed add up to leadership and service. In addition to the job description, tell him that you expect him to

- Live by the Scout Oath and Law.
- Set a good example.
- With the Scoutmaster's assistance, conduct introduction to leadership with assistant senior patrol leader and patrol leaders.
- Attend troop junior leader training (give dates).
- Earn advancement.
- Work with other troop leaders to make the troop go.
- Attend the council junior leader training conference (a leadership growth opportunity).

Now tell him it's time to turn the discussion around to what he can expect from you. Tell him that you have reviewed what he is expected to do, and it's a big job, but he is not expected to do it alone. He can expect the following from you:

- You and he will have many meetings in preparation and assistance for his job.
 - You will be available for discussions or phone calls (give the best times).
 - You will back up his decisions within reason (give some examples).
 - You will listen to his ideas.
 - You will be fair.
 - You will listen to all sides of any issue.
 - You will set a good example for him (uniform, language, attitude, etc.).
-

Resources

Refer to his junior leader job description handout and point out the resource list on it, as well as other material in this kit he will need to use in training other junior leaders. Flip through the *Scoutmaster Handbook*, *Junior Leader Handbook*, and the *Boy Scout Handbook*, pointing out specifics. Suggest that he review the books to refresh his memory because this can help him in his job.

Learning Is Continuous

Tell him that this is part of his continuing training and the help you will be giving him to do this important job. In fact, almost everything the Scout does will contribute to his training. Much of his training will come from mutual leadership and counsel during his tenure as senior patrol leader. Tell him that he can qualify to wear the "Trained" strip on his uniform after participating in the troop junior leader training. Announce the scheduled date and explain that you expect him to help conduct the training.

Questions

Give him an opportunity to ask any questions he may have. Answer them the best you can.

Assign Task

Tell him that his first job will be to train his assistant senior patrol leader, and then to train the patrol leaders. Explain that this will be a joint task between you and him. Review the "Guide for Conducting an Introduction to Leadership Session with a New Assistant Senior Patrol Leader" and the "Junior Leader Job Description for Assistant Senior Patrol Leader." The Scoutmaster should decide, based on the senior patrol leader's ability and comfort level, what specific items in the guide would be done by the senior patrol leader.

After this session with the assistant senior patrol leader has been conducted, the Scoutmaster should review the "Guide for Conducting an Introduction to Leadership Session with a Patrol Leader" and the "Junior Leader Job Description for Patrol Leader" with the senior patrol leader. Assignments would again be made for the Scoutmaster's and senior patrol leader's roles in this session. The senior patrol leader may be more comfortable now and be able to accept more responsibility in this session.

Followup

Be certain that you follow up with him as you both agreed, so that you can mutually evaluate his assignments. Always be prepared for his next assignment at the followup meeting.

Relationship

Express to the Scout that this meeting was really a "get-acquainted" meeting and that you hope it will be the first of many such meetings. Help him understand this and encourage him to discuss anything with you. Be sincere; really mean it. Give him a Scout handshake and a big smile, and tell him how much you enjoyed the get-together.



Junior Leader Job Description for Senior Patrol Leader

INTRODUCTION: When you accepted the position of senior patrol leader, you agreed to provide service and leadership in our troop. This responsibility should be fun and rewarding. This job description provides some of the things you are expected to do while serving as a junior leader. You should make notes on this sheet as you participate in an introduction to leadership conference with your Scoutmaster.

RESPONSIBLE TO: Scoutmaster

SPECIFIC DUTIES:

- Preside at all troop meetings, events, activities, and annual program planning conference.
 - Chair the patrol leaders' council.
 - Name appointed boy leaders with the advice and consent of the Scoutmaster.
 - Assign duties and responsibilities to other leaders.
 - Work with Scoutmaster in training junior leaders.
 - Set a good example.
 - Wear the uniform correctly.
 - Live by the Scout Oath and Law.
-

Resources: As senior patrol leader, there are many resources available to you to help you do your job. These include people such as your Scoutmaster, assistant Scoutmasters, and troop committee members. Other resources include your fellow troop junior leaders, teachers, religious advisers, and community leaders. Some literature items that can help you follow:

- *Boy Scout Handbook*, No. 3229
- *Junior Leader Handbook*, No. 3500
- *Scoutmaster Handbook*, No. 6502
- *Woods Wisdom, Troop Program Features*, No. 7262A
- *Fieldbook*, No. 3200
- *Boy Scout Songbook*, No. 3224A
- *Boy Scout Requirements*, No. 3216B (advancement)
- Copies of work sheets from *Scoutmaster's Junior Leader Training Kit* that relate to your area of responsibility.
- *Boys' Life*
- Merit badge pamphlets
- Copy of troop rules and policies
- Troop and patrol rosters
- Activity calendars (troop, district, school)
- *Troop/Team Record Book*, No. 6510
- Campfire planner sheets, No. 3696
- Troop meeting planning sheets (from *Woods Wisdom*)

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Guide for Conducting an Introduction to Leadership Session with a New Assistant Senior Patrol Leader

This guide is intended for use by the Scoutmaster and the senior patrol leader when conducting an introduction to leadership session with a new assistant senior patrol leader. To conduct this session, review chapter 5, "Training Junior Leaders," in the *Scoutmaster Handbook* and the introduction to this kit prior to meeting with the Scout. Provide the assistant senior patrol leader with copies of the leadership sheets from *Scoutmaster's Junior Leader Training Kit* that pertain to the appointed junior leaders.

MATERIALS NEEDED

- *Scoutmaster Handbook*, No. 6502
 - *Junior Leader Handbook*, No. 3500
 - *Boy Scout Handbook*, No. 3229
 - *Woods Wisdom, Troop Program Features*, No. 7262A
 - *Scoutmaster's Junior Leader Training Kit*, No. 3422
 - Copy of assistant senior patrol leader job description sheet
 - Paper and pencils
-

Break the Ice

You and the senior patrol leader would welcome the assistant senior patrol leader informally to this special session. Explain that he will grow in this job and in leadership skills, as well as in Scoutcraft. He will grow in his ability to work with his peers and with adults. And he will be making a substantial contribution to the Scouts in the troop.

Now ask him to mention some of the benefits he feels a boy can get from Scouting. He will probably start with the "fun" things—camping, hiking, outdoor skills, trips, making friends. But guide him, if you need to, toward Scouting's role in fostering a boy's personal growth—the "growth values" of citizenship, character, ideals, and overall fitness.

As he discusses this, help him understand that he, himself, is among the chief influences that cause such growth values to take root, and it's a major part of his job as a junior leader to use this influence.

Caution: Don't let this discussion bog down in nonessentials.

Job Description

Give him a copy of the junior leader job description for assistant senior patrol leader. Explain that this is a summary of his chief duties, and that you'll "walk through" them together to get an overall idea of what his job entails. As you do so, encourage him to react with comments and questions. Invite him to make notes on his sheets. Note that some of these topics can generate exciting discussion, but be careful not to let it run on too long.

Now discuss each point one at a time.

Expectations

Tell him that all the points in the job description just discussed add up to leadership and service. In addition to the job description, tell him that you expect him to

- Live by the Scout Oath and Law.
- Set a good example.
- Attend troop junior leader training (give dates).
- Earn advancement.
- Work with other troop leaders to make the troop go.
- Be responsible for training and giving direct leadership to the appointed junior leaders: scribe, librarian, troop historian, instructor, quartermaster, and chaplain aide.

Now tell him it's time to turn the discussion around to what he can expect from you. Tell him that you have reviewed what he is expected to do, and it's a big job, but he is not expected to do it alone. He can expect the following from you:

- You will be available for discussions or phone calls (give the best times).
 - You will back up his decisions within reason (give some examples).
 - You will listen to his ideas and give them consideration.
 - You will be fair.
 - You will listen to all sides of any issue.
 - You will set a good example for him (uniform, language, attitude, etc.).
 - You will prepare him to train the appointed junior leaders.
-

Resources

Refer to the junior leader job description handout and point out the resource list on it. Flip through the *Junior Leader Handbook* and the *Boy Scout Handbook*, pointing out specifics. Suggest that he review the books to refresh his memory because this can help him in his job.

Learning Is Continuous

Tell him that this is just the beginning of the help you will be giving him to do this important job. In fact, almost everything the Scout does will contribute to his training. Tell him that he can qualify to wear the

"Trained" strip on his uniform after participating in the troop junior leader training. Announce the scheduled date and say that you expect him to attend.

Questions

Give him an opportunity to ask any questions he may have. Answer them the best you can.

Assign Task

Tell him that his first job will be to train the appointed leaders of the troop. Begin with the instructors. Explain that this will be a joint task between you and him. Review the "Guide for Conducting an Introduction to Leadership Session with Newly Appointed Junior Leaders (Instructor)" and the "Junior Leader Job Description for Instructor." The Scoutmaster should decide, based on the assistant senior patrol leader's ability and comfort level, what specific items in the guide would be done by the assistant senior patrol leader.

After this session with the instructor(s) has been conducted, the Scoutmaster should review the "Guide for Conducting an Introduction to Leadership Session with Newly Appointed Junior Leaders" and the job descriptions for quartermaster, scribe, historian, librarian, and chaplain aide with the assistant senior patrol leader. Explain the role of troop committee members and the troop chaplain in these sessions. Arrange for the assistant senior patrol leader to meet with these individuals prior to the actual session with the junior leader. After these sessions have been held, the assistant senior patrol leader should have enough experience to conduct the sessions for the historian and librarian alone.

Followup

Be certain that you follow up with him as you both agreed, so you can mutually evaluate his assignments. Always be prepared for his next assignment at the followup meeting.

Relationship

Express to the Scout that this meeting was really a "get-acquainted" meeting and that you hope it will be the first of many such meetings. Help him understand this and encourage him to discuss anything with you. Be sincere; really mean it. Give him a Scout handshake and a big smile, and tell him how much you enjoyed the get-together.



Junior Leader Job Description for Assistant Senior Patrol Leader

INTRODUCTION: When you accepted the position of assistant senior patrol leader, you agreed to provide service and leadership in our troop. This responsibility should be fun and rewarding. This job description provides some of the things you are expected to do while serving as a junior leader. You should make notes on this sheet as you participate in an introduction to leadership conference with an adult troop leader.

RESPONSIBLE TO: Senior patrol leader

SPECIFIC DUTIES:

- Be responsible for training and giving direct leadership to the following appointed junior leaders: scribe, librarian, troop historian, instructor, quartermaster, and chaplain aide.
 - Help with leading meetings and activities as called upon by the senior patrol leader.
 - Take over troop leadership in the absence of the senior patrol leader.
 - Perform tasks assigned by the senior patrol leader.
 - Function as a member of the patrol leaders' council.
 - Set a good example.
 - Wear the uniform correctly.
 - Live by the Scout Oath and Law.
-

RESOURCES: As the assistant senior patrol leader, there are many resources available to you to help you do your job. These include people such as your Scoutmaster, assistant Scoutmasters, and troop committee members. Also, there are your fellow troop junior leaders, teachers, religious advisers, and community leaders. Some literature items that can help you follow:

- *Boy Scout Handbook*, No. 3229
- *Junior Leader Handbook*, No. 3500
- *Scoutmaster Handbook*, No. 6502
- *Woods Wisdom, Troop Program Features*, No. 7262A
- *Fieldbook*, No. 3200
- *Boy Scout Songbook*, No. 3224A
- Copies of work sheets from *Scoutmaster's Junior Leader Training Kit* that relate to your area of responsibility.
- *Boy Scout Requirements*, No. 3216B (advancement)
- *Boys' Life*
- Merit badge pamphlets
- Copy of troop rules and policies
- Troop and patrol rosters
- Activity calendars (troop, district, school)
- Campfire planner sheets, No. 3696
- Troop meeting planning sheets (from *Woods Wisdom*)



Guide for Conducting an Introduction to Leadership Session with New Patrol Leaders

This guide is intended for use by the Scoutmaster and the senior patrol leader when conducting an introduction to leadership session with one or more new patrol leaders. To conduct this session, review the introduction of this kit and chapter 5, "Training Junior Leaders," in the *Scoutmaster Handbook* before the session.

MATERIALS NEEDED

- *Scoutmaster Handbook*, No. 6502
 - *Junior Leader Handbook*, No. 3500
 - *Boy Scout Handbook*, No. 3229
 - *Woods Wisdom, Troop Program Features*, No. 7262A
 - *Scoutmaster's Junior Leader Training Kit*, No. 3422
 - Copies of patrol leader job description sheet
 - Paper and pencils
-

Break the Ice

Welcome the patrol leaders informally to this special session. Explain that they will grow in this job and in leadership skills as well as in Scoutcraft. They will grow in their ability to work with their peers and with adults. And they will be making a substantial contribution to the Scouts in the troop.

Now ask them to mention some of the benefits they feel a boy can get from Scouting. They will probably start with the "fun" things—camping, hiking, outdoor skills, trips, making friends. But guide them, if you need to, toward Scouting's role in fostering a boy's personal growth—the "growth values" of citizenship, character, ideals, and overall fitness.

As they discuss this, help them understand that they, themselves, are among the influences that cause such growth values to take root, and it's part of their job as junior leaders to use this influence.

Caution: Don't let this discussion bog down in nonessentials and semantics.

Job Description

Give each patrol leader a copy of the patrol leader job description sheet. Explain that this is a summary of their chief duties, and that you'll "walk through" it together to get an overall idea of what their job entails. As you do so, encourage them to react with comments and questions. Invite them to make notes on their sheets. Be aware that some of these topics can generate exciting discussion, but be careful not to let it run on too long.

The following are the duties in the job description with potential for discussion:

- Plan and lead patrol meetings and activities.
 - Keep patrol members informed. Make the point that the patrol leader is the main pipeline for conveying patrol leaders' council decisions and other important information.
 - Share leadership by giving each patrol member a job and keeping each job filled. Have him turn to the list of patrol jobs in the *Junior Leader Handbook*. Ask if he can think of any other possibilities. Additionally, the patrol leader should conduct the introduction to leadership for his assistant patrol leader.
 - 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.
 - 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 uniform correctly.
 - Live by the Scout Oath and Law.
-

Expectations

Tell the patrol leaders that all the points in the job description just discussed add up to leadership and service and that, in addition, they are expected to participate in junior leader training. (They're starting that right now, and there will be further opportunities later on. Ask them to write down the date of the next training session.)

Now tell them it's time to turn the discussion around to what the patrol leaders can expect from you. Tell them that you have reviewed what they are expected to do, and it's a big job, but they are not expected to do it alone. They can expect the following from you:

- You will be available for discussions or phone calls (give the best times).
- You will back up their decisions within reason (give some examples).
- You will listen to their ideas.

- You will be fair.
 - You will listen to all sides of any issue.
 - You will set a good example for them (uniform, language, attitude, etc.).
-

Resources

Refer to the patrol leader job description sheet and point out the resource list included on it. Flip through the *Junior Leader Handbook* and the *Boy Scout Handbook*, pointing out specifics. Suggest that they review the books to refresh their memory because this can help them in their job. Provide the patrol leader with a copy of the assistant patrol leader's training work sheets from this kit.

Learning Is Continuous

Tell them that this is just the beginning of the help you will be giving each of them to do this important job. In fact, almost everything the Scouts do will contribute to their training. Tell them that they can qualify to wear the "Trained" strip on their uniforms after participating in troop junior leader training. Announce the scheduled date and say that you expect them to attend.

Questions

Give each Scout an opportunity to ask any questions he may have. Answer them as well as you can.

Assign Tasks

Tell him that his first job will be to train his assistant patrol leader. Review the "Guide for Conducting an Introduction to Leadership Session with a New Assistant Patrol Leader" and the "Junior Leader Job Description for Assistant Patrol Leader." Be sure to spend adequate time reviewing this process since the patrol leader will be doing this alone. If you feel that the patrol leader is uncomfortable doing this alone, the senior patrol leader should be asked to assist.

Followup

Be certain that you follow up with each Scout as you both agreed, so you can mutually evaluate his assignments. Always be prepared for his next assignment at the followup meeting.

Relationship

Express to each Scout that this meeting was really a "get-acquainted" meeting and that you hope it will be the first of many such meetings. Help them understand this and encourage them to discuss anything with you; be sincere. Give them each a Scout handshake and a big smile and tell them how much you enjoyed the get-together.

Junior Leader Job Description for Patrol Leader



INTRODUCTION: When you accepted the position of patrol leader, you agreed to provide service and leadership in our troop. That responsibility should be fun and rewarding. This job description provides some of the things you are expected to do while serving as a junior leader. You should make notes on this sheet as you participate in an introduction to leadership conference with an adult troop leader.

RESPONSIBLE TO: Senior patrol leader

SPECIFIC DUTIES:

- Plan and lead patrol meetings and activities.
 - Keep patrol members informed.
 - Assign each patrol member a job and help them succeed.
 - Represent the patrol at all patrol leaders' council meetings and at the annual program planning conference.
 - Prepare the patrol to take part in all troop activities.
 - 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 uniform correctly.
 - Live by the Scout Oath and Law.
-

RESOURCES: As a patrol leader, there are many resources available to you to help you do your job. These include people such as your Scoutmaster, assistant Scoutmasters, troop committee members, your fellow troop junior leaders, teachers, religious advisers, and community leaders. Some literature resources that can help you follow:

- *Boy Scout Handbook*, No. 3229
- *Junior Leader Handbook*, No. 3500
- *Woods Wisdom, Troop Program Features*, No. 7262A
- *Fieldbook*, No. 3200
- Copies of work sheets from *Scoutmaster's Junior Leader Training Kit* that relate to the assistant patrol leader.
- *Boy Scout Songbook*, No. 3224A
- *Boy Scout Requirements*, No. 3216B (advancement)
- *Boys' Life*
- Merit badge pamphlets
- Copy of troop rules and policies
- Troop and patrol rosters
- Activity calendars (troop, district, school)
- First Class Tracking Sheet, No. 4101C
- Campfire planner sheets, No. 3696
- Troop meeting planning sheets (from *Woods Wisdom*)
- BSA equipment catalog

