

Cub Scout Volunteer Opportunities – Pack 131

Cub Scouting is a family activity. We welcome your family at our Pack Nights and other Pack activities. We would like to use your talents and interests to develop the best possible program for your son and his friends. Please let us know any positions you would like to volunteer for from the list of positions below. Thank you!

Brief descriptions of the responsibilities involved with the above positions/activities follow. Please ask if you have any questions!

Name: _____

Son's Name: _____

Phone: _____ Email: _____

Leadership Positions

We are always looking for pack leadership positions at all levels. If you are interested in exploring a leadership position in Pack 131 please check the appropriate box and we will contact you to discuss this. *Italic positions* are currently vacant and need to be filled.

Pack Leadership Committee:

Committee Chair _____
Cubmaster _____
Asst. Cubmaster _____

Treasurer _____
Secretary _____
General Committee Member _____

Administrative Positions:

Pack Trainer _____
Registration Coordinator _____

Parent Coordinator _____
Popcorn Kernel _____

Den Leadership:

Arrow of Light Den Leader _____
Webelos Den Leader _____
Bear Den Leader _____
Wolf Den Leader _____

Tiger Den Leader _____
Lion Den Guide _____
Asst. Den Leader Den: _____
Den Helper _____

Pack Activities:

Space Derby / Raingutter Regatta _____
Blue and Gold _____
Pinewood Derby _____

Pack Picnic _____
Pack Campout _____
Other _____

We are always interested in ideas for other activities, events, and service projects. We are also happy to have guest speakers at our Pack Nights and other events.

Pack 131 Volunteer Positions Available

Pack 131 is currently running with fewer adult volunteers than is typically recommended for a Scout Pack. There are certain positions that the Boy Scouts of America require all units to have filled or the unit's charter may be revoked. To ensure that Pack 131 continues to operate, and to ensure that the Pack runs smoothly, it is imperative that we fill a few key volunteer positions every year. There are a few other optional volunteer positions that can be filled as well that will help the Pack immensely. Some of these positions are already filled, but often volunteer positions open up as boys move on to Boy Scouts and parent volunteers follow their sons.

Most of the volunteer positions only require a small time commitment (a few hours a month) and the optional positions are often only for a portion of the year. If you would like to see Pack 131 continue to provide excellent Scouting opportunities for your son I encourage you to sign up for a volunteer position. Don't worry, those of us already volunteering will help you out! Thanks!

Note: Underlined positions are required for a pack to stay active. Other positions are optional, but we would like someone to take on those roles as soon as possible.

Leadership Committee Positions

There are a number of Committee Positions available, but the three most important are Committee Chair, Treasurer, and Secretary. More about positions can be found here: <http://goo.gl/ZqaM6W>

- **Chartered Organization Representative (COR)** – Acts as our pack's liaison with our Chartered Organization (Elks Lodge). Position Specific Training is required. THIS POSITION IS FILLED BY OUR CHARTERED ORGANIZATION.
- **Committee Chair** – Conducts monthly pack leaders' meeting to help plan program. Ensures that committee members give adequate support for running the program to the Cubmaster and den leaders. Helps recruit additional leaders as needed. Position Specific Training is required.
- **Treasurer** – Attend monthly pack leaders' meeting to help plan program and take care of finances. Handles payments to third parties and reimbursing other leaders' expenses. Balances checkbook and reviews monthly bank statements.
- **Secretary** – Attend monthly pack leaders' meeting to help plan program, take notes, disseminate information, compile newsletters, etc. Ideally the Secretary would be able to document our Scout year also, through pictures and possibly an end-of-year slide show or video.
- **Cubmaster** – Conducts monthly pack meeting. Aids den leaders by coordinating monthly program for all leaders. Attends monthly pack leaders' meeting. Views Fast Start video with viewer's guide and attends training. Has one or more assistants.
- **Assistant Cubmaster** – Assists the Cubmaster with coordinating and running the monthly pack meeting.

Den Leaders – required for all active Dens.

Meets 1-3 times monthly for about one hour with a den of six to eight boys. Den meetings are held in den leader's home, a Scout's home, a church, library, or other suitable place. The den leader determines the time, day, and location of den meetings that is most convenient for him or her. Attends monthly pack leaders' meeting. Position Specific Training is required. Can have one or more assistants and parent helpers. General time commitment is about 1-2 hours per week.

- **Arrow of Light (Webelos 2) Den Leader** – Arrow of Light is for 5th Grade boys. This is a continuation of Webelos, with some new Adventures. Usually these boys are already familiar with Scouts and are preparing to become Boy Scouts.
- **Webelos (1) Den Leader** – Webelos is for 4th Grade boys. Occasionally we get new Webelos, but most boys will be familiar with the program.
- **Bear Den Leader** – The Bear Den is for 3rd grade boys. Occasionally we get new Scouts as Bears, but most boys will be familiar with the program by this age. A series of Adventure Bins is available that contains nearly everything needed to easily run den meetings for all of the required Bear Adventures.
- **Wolf Den Leader** – The Wolf Den is for 2nd Grade boys. There are usually a few new Scouts in a Wolf Den, however most Scouts will be familiar with the program by this age.
- **Tiger Den Leader** – The Tiger Den is for 1st grade boys. Tiger parents are required to attend all Den and Pack meetings with their son. Many of these boys will be new to Scouting this year.
- **Lion Den Guide** – The Lion Den is for Kindergarten boys. This is a simplified, casual Scouting experience just for younger boys. These boys will be new to Scouting this year. Lion Dens are led by the parents, however a trained Guide will be available to provide support to those parents.

Administrative Positions

These are additional positions that are recommended. Only Pack Trainer is required, although Popcorn Kernel is critical for our main fundraising event.

- **Popcorn Kernel** – The Popcorn Kernel is responsible for coordinating the annual popcorn sale, attending training, picking up the popcorn order, communicating with the Pack about the sale, tracking the money earned, ordering awards, and keeping the boys enthused about the program. Position Specific Training is required and this is a **very important**, but fairly time intensive position for the first few months of the Scouting year, particularly at the very beginning of sales in late August and early September, final sales at the end of October, and distribution of popcorn in mid-November. Popcorn Sales cover about 70% of our Pack expenses for the year (Scout dues only cover about 30%), so encouraging great sales is vital to ensuring we can provide a great program.
- **Pack Trainer** – The Pack Trainer should ensure that all volunteers in the Pack are trained for their position. This includes both Youth Protection Training and Position Specific Training. Web access to Pack training information will be available as well as information about training opportunities. The person filling this role will be responsible for encouraging anyone who is not trained for their position to complete their training. Training is available for most positions online and at area training events. It would be good, but is not required for the Pack Trainer to attend monthly district roundtable meetings on the second Thursday of the month from 7:30 to about 8:30 (the location varies each year, so check the Pack calendar for details).
- **Registration Coordinator** – The Registration Coordinator will manage new Scout sign ups, annual Scout registration (in September), Pack rechartering, and getting necessary signatures for new volunteers. This will require contacting our Chartered Organization Representative (Stefanie Barringer from the Elks Lodge) to get signatures any time we have new adult volunteers and when it is time for the Pack to be rechartered (every December). The Registration Coordinator can turn in registration paperwork at the monthly roundtable meetings.
- **Parent Coordinator** – The Parent Coordinator is responsible for getting signups, collecting money, and disseminating information for Pack outings and events throughout the year. These are things like the Pinewood Derby, Space Derby, Raingutter Regatta, Blue & Gold, Pack Picnic, Pack Campout, and other events.

Event Coordinators

- **Space Derby / Raingutter Regatta** – One or two parents are needed to plan, organize, provide information to the dens and run the November race event. We generally alternate two years of each event and then switch to the other event. Other Pack leaders will also help out. Responsibilities include:
 - Attend leader meetings August-November
 - Reserve date and location
 - Purchase (to be reimbursed) and pass out kits
 - Coordinate food (potluck snacks?)
 - Registration & Voting
 - Coordinate Winders (for space derby)
 - Decorations
 - Prizes (patches for participants, medallions for voting category winners, trophies for winners)
- **Blue & Gold** – One or two parents are needed to plan, organize, provide information to the dens and run the February dinner event. Other Pack leaders will also help out. Responsibilities include:
 - Attend leader meetings October-February
 - Reserve date & location
 - Send invitations
 - Coordinate food (catered meal, pot luck snacks?)
 - Coordinate entertainment – Bartlett Nature Center (Jen)
 - Prizes and Awards for Leaders/Volunteers/Scouts
- **Pinewood Derby** – One or two parents are needed to plan, organize, provide information to the dens and run the March/April race event. Other Pack leaders will also help out. Responsibilities include:
 - Attend leader meetings January-April
 - Reserve date and location
 - Purchase (to be reimbursed) and pass out kits
 - Coordinate food (pizza and potluck snacks?)

- Registration & Voting
- Set up Pit Shop for adjustments & repairs
- Decorations
- Prizes (patches/ribbons for participants, medallions for voting category winners, trophies for winners)
- **Pack Picnic** – One or two parents are needed to plan, organize and carry out the June event.
 - Attend leader meetings April-May
 - Reserve date & location (Afton for the first weekend of June?)
 - Coordinate food (hotdogs & grilling)
 - Coordinate outdoor events (hike, sports, games)
- **Pack Family Campout** – One person needed per den to coordinate den level camp sign ups, money collection, campsite registration, and general camp information for this summer event.
 - Attend leader meetings April-June
 - Reserve date & location (Rock Cut/White Pines/Other for the Last weekend in June? Sometimes as late as the next September.)
 - Coordinate food
 - Coordinate outdoor activities (hike, games, campfire)

Guest Speakers & Activity Ideas

We are always looking for interesting subjects to present during pack meetings, outings for the Pack to go on, and other activities. One of the goals of Cub Scouting is to introduce boys to different learning experiences that they may not find in school or other activities that they participate in. If you have an interesting hobby or skill or profession that you would like to share during a pack meeting, an idea of a place to visit or an event to attend, or a service opportunity for our Pack, we would like to know!

