

Troop Organization Leadership Roles

Senior Patrol Leader

- Preside at troop meetings, events, activities, and the patrol leaders' council.
- Assign duties and responsibilities to other Scout leaders or patrols.
- Also
 - Appoint Scouts to roles (except ASPL, PLs and APLs) with Scoutmaster's advice/consent.
 - Set and enforce the tone for good Scout behavior within the troop.

Assistant Senior Patrol Leader

- Lead the scouts with leadership roles (except SPL, PLs, and APLs).
- Function as a member of the patrol leaders' council.
- Also, assist the SPL
 - Help lead meetings and activities.
 - Guide the troop in the senior patrol leader's absence.
 - Help set and enforce the tone for good Scout behavior within the troop.

Patrol Leader

- Plan and lead the patrol in meetings and activities.
- Assign each patrol member needed tasks and help them succeed.
- Also
 - Represent the patrol at patrol leaders' councils.
 - Keep patrol members informed.

Assistant Patrol Leader

- Assist the Patrol Leader
 - Help the patrol leader plan and lead the patrol in meetings and activities.
 - Help the patrol leader keep patrol members informed.
 - Lead the patrol in the patrol leader's absence.
 - Represent the patrol at all patrol leaders' council meetings in the patrol leader's absence.

Scribe

- Attend and keep a log of patrol leaders' council meetings.
- Record attendance and dues payments of all troop members.
- Work with the appropriate troop committee members responsible for finance, records, and advancement.
- Also
 - Handle correspondence to the entire troop.
 - Record advancement in troop records and on the troop advancement chart.

Troop Program Leadership Roles

Troop Guide

- Coach the patrol leader of the new-Scout patrol on his duties (including PLC).
- Help new Scouts earn the First Class rank in their first year.
 - Introduce new Scouts to troop operations.
 - Guide new Scouts through early Scouting activities.
 - Teach basic Scout skills.
- Help set and enforce the tone for good Scout behavior within the troop.
- Ensure older Scouts never harass or bully new Scouts.

Instructor

- Organize and/or Instruct Scouting skills as needed within the troop or patrols.
- Prepare well in advance for each teaching assignment.

Chaplain Aide

- Organize saying grace at meals while camping or on activities.
- Organize meeting and even opening and closing prayer.
- Lead Scouts' Own Services on campouts.
- Keep troop leaders apprised of religious holidays when planning activities.
- Assist the troop chaplain in meeting the religious needs of troop members while on activities.

Quartermaster

- Keep records of patrol and troop equipment.
- Keep equipment in good repair.
- Keep equipment storage area neat and clean.
- Issue equipment and see that it is returned in good order.
- Suggest new or replacement items.
- Work with the troop committee for equipment as needed.

Webmaster

- Establish and maintain a safe and secure troop website.
- Ensure the troop website is a positive reflection of Scouting for the public.
- Manage the troop's electronic communication tools.
- Work with the Scouts to provide up-to-date troop information.
- Work with the scribe.

Historian

- Gather pictures and facts about past activities of the troop and keep them in scrapbooks, wall displays, or information files.
- Take care of troop trophies and keepsakes.
- Keep information about troop alumni.

Order of the Arrow Troop Representative

- Serve as a communication link between the chapter and the troop.
- Encourage Arrowmen in the troop to be active participants in lodge and/or chapter.
- Encourage Scouts to actively participate in community service projects.

Librarian

- Establish and maintain a troop library.
- Keep records on literature owned by the troop.
- Add new or replacement items as needed.
- Have literature available for borrowing at troop meetings (some regular interval).
- Maintain a system to check literature in and out.
- Follow up on late returns.