

Version March 16, 2014



BSA Troop 102
Vicksburg, MS

Positions of Responsibility

Troop 102 Positions of Responsibility

Introduction

To achieve the rank of Star, Life and Eagle Scout, it is required that the Scout serve actively in one or more positions of responsibility. The following leadership positions count toward Boy Scout advancement: Patrol Leader, Assistant Senior Patrol Leader, Senior Patrol Leader, Troop Guide, Order of the Arrow Troop Representative, Den Chief, Webelos Den Chief, Scribe, Librarian, Historian, Quartermaster, Bugler, Junior Assistant Scoutmaster, Chaplain Aid, Instructor, Troop Webmaster, and Leave No Trace Trainer.

Depending on the rank, the Scout must be active in a position of responsibility for a period of four (Star) or six months (Life, Eagle). In Troop 102, the term of service for each position is typically six months. What does it mean to be *active*? To function successfully in a position of responsibility, the Scout must devote a significant amount of time and energy to planning activities and leading others. Commitment must be shown to successfully lead by example. For those serving in positions of responsibility, Troop 102 requires that a youth leader demonstrate active leadership by

- Attending at least 50% of troop meetings and 50% of outings over the term of service
- If a youth leader misses more than 50% of troop meetings in any month the Scout will not receive credit for serving in a position of responsibility for that month
- If a youth leader misses more than 50% of scheduled outings, the Scout will receive credit for half the term of service
- Youth leaders designated as voting members of the Patrol Leaders' Council must attend 65% of Patrol Leaders' Council meetings over the term of service.
- If a youth leader must miss a meeting, outing or activity during which he would have a significant role or responsibility, he must inform the person(s) to which he is responsible. In addition, he must have a responsible assistant attend in his place
- The Scoutmaster may make exceptions for extenuating circumstances at his discretion

Expectations for the Senior Patrol Leader are greater, since he has the greatest responsibility as a youth leader within the troop. Duties and expectations for each position are outlined below.

Senior Patrol Leader

The Senior Patrol Leader is the top leader of the troop. He is responsible for the troop's overall operation. With guidance from the Scoutmaster, he takes charge of troop meetings, the Patrol Leaders' Council, all troop activities, and he does everything he can to help each patrol be successful. He is responsible for annual program planning conferences and assists the Scoutmaster in conducting troop leadership training. The Senior Patrol Leader presides over the Patrol Leaders' Council and works closely with each Patrol Leader to plan troop meetings and make arrangements for troop activities. The Senior Patrol Leader is elected by secret ballot by members of the troop. The schedule of elections is determined by the troop. During a Scout's time as Senior Patrol Leader he is not a member of any patrol, but he may participate with a Venture patrol in high-adventure activities. The Senior Patrol Leader is responsible to the Scoutmaster.

Duties

1. Preside at all troop meetings, events, activities, and annual program planning conference
2. Chair the Patrol Leaders' Council meetings
3. Appoint youth leaders with the consent of the Scoutmaster
4. Delegate duties and responsibilities to youth leaders
5. Assist Scoutmaster with the training of youth leaders
6. Set a good example
7. Wear uniform correctly
8. Live by the Scout Oath and Law

Leadership Expectations

1. Elected for a 6-month term, with Scoutmaster's recommendation
2. Be Star rank or above
3. Attend National Youth Leader Training (NYLT), or have previously served as Assistant Senior Patrol Leader or as Senior Patrol Leader
4. Prepare Patrol Leaders' Council agenda prior to each Patrol Leaders' Council meeting
5. Ensure that the Scribe emails Patrol Leaders' Council meeting minutes within 1-week following the meeting
6. Attend at least 85% of Patrol Leaders' Council meetings over a 6-month period (voting member)
7. Attend at least 85% of troop meetings over a 6-month period
8. Attend approximately 65% of outings over a 6-month period
9. Fill the majority of youth leadership positions with the consent of the Scoutmaster
10. Promote the attendance of NYLT by qualified scouts
11. Verify that Patrol Leaders and Assistant Senior Patrol Leaders are fulfilling their duties
12. Ensure that troop meeting area is in proper order prior to and following meetings

Assistant Senior Patrol Leader

The Assistant Senior Patrol Leader works closely with the Senior Patrol Leader to help the Troop move forward and serves as acting Senior Patrol Leader when the Senior Patrol Leader is absent. Among his specific duties, the Assistant Senior Patrol Leader trains and provides direction to the Quartermaster, Scribe, Historian, Librarian, Instructors, and Order of the Arrow representative. During his tenure as Assistant Senior Patrol Leader he is not a member of a patrol, but he may participate in the high-adventure activities of a Venture patrol. Large Troops may have more than one Assistant Senior Patrol Leader, each appointed by the Senior Patrol Leader. The position is responsible to the 1st Assistant Scoutmaster and Senior Patrol Leader.

Duties

1. Attend Patrol Leaders' Council meetings
2. Assist the Senior Patrol Leader with planning and leading troop meetings and activities, and keeping troop members informed
3. Act as the Senior Patrol Leader when the Senior Patrol Leader is absent
4. Act as Sergeant-at-Arms for the troop meetings, helping keep troop meetings orderly
5. Participate in and leading at least half of the outings and activities during tenure in office
6. Perform tasks assigned by the Senior Patrol Leader

7. Set a good example
8. Wear the uniform correctly
9. Live by the Scout Oath and Law

Leadership Expectations

1. Be First Class rank or above
2. Appointed for a 6-month term by Senior Patrol Leader with Scoutmaster approval
3. Attend at least 65% of Patrol Leaders' Council meetings over a 6-month period (voting member)
4. Attend at least 50% of troop meetings over a 6-month period
5. Attend at least 50% of outings over a 6-month period
6. Confirm with the activities planner that he has a plan for each monthly outing
7. Confirm with Instructors that they are available and prepared in advance of the meeting
8. Alerts the Senior Patrol Leader if an Instructor or Troop Guide will not be available or prepared
9. Verify that Patrol Leaders are fulfilling their duties
10. Ensure that troop meeting area is in proper order prior to and following meetings
11. Meets with each sub-leader that he is responsible for at least twice in a 6-month period

Patrol Leader

The Patrol Leader is the top leader of a patrol. He represents the patrol at all Patrol Leaders' Council meetings and the annual program planning conference and keeps patrol members informed of decisions made. He plays a key role in planning, leading, and evaluating patrol meetings and activities and prepares the patrol to participate in all troop activities. The Patrol Leader learns about the abilities of other patrol members and fully involves them in patrol and troop activities by assigning them specific tasks and responsibilities. He encourages patrol members to complete advancement requirements and sets a good example by continuing to pursue his own advancement. He is responsible to the Senior Patrol Leader.

Duties

1. Attend the patrol at Patrol Leaders' Council meetings and at the annual program planning council
2. Plan and lead patrol meetings and activities
3. Keep patrol members informed
4. Assign each patrol member a job and help him succeed
5. Prepare the patrol to take part in troop activities
6. Develop patrol spirit
7. Work with other troop leaders to make the troop run well
8. Know what patrol members and other leaders can do

9. Set a good example
10. Wear the uniform correctly
11. Live by the Scout Oath and Law

Leadership Expectations

1. Be First Class rank or above
2. Elected by patrol for 6 month term
3. Attend at least 65% of Patrol Leaders' Council meeting over a 6-month period (voting member)
4. Attend at least 50% of troop meetings over a 6-month period
5. Attend at least 50% of outings over a 6-month period
6. Plan a troop game when the patrol is responsible for a game
7. Ensure that patrol members wear the current patrol patch
8. Ensure the troop's meeting area is clean when the patrol is responsible for cleanup following a meeting

Scribe

The Scribe is the troop's secretary. Though not a voting member, he attends meetings of the Patrol Leaders' Council and keeps a record of the discussions. He cooperates with the Assistant Patrol Leader to record attendance at troop meetings and to maintain troop advancement records. A member of the troop committee may assist him with his work. The Scribe is responsible to the Assistant Senior Patrol Leader and troop Committee Secretary.

Duties

1. Attend and keep log of Patrol Leaders' Council Meetings
2. Record the plan for weekly meetings and monthly outings
3. Generate and maintain camping logs
4. Record attendance (with help from assistant Patrol Leaders)
5. Assist troop committee members responsible for finance, records and advancement
6. Set a good example
7. Wear the uniform correctly
8. Live by the Scout Oath and Law

Leadership Expectations

1. Be First Class rank or above
2. Appointed by Assistant Senior Patrol Leader for 6-month term with Scoutmaster recommendation
3. Attend at least 50% of Patrol Leaders' Council meeting over a 6-month period (non-voting member)
4. Reports at Patrol Leaders' Council meeting on number of nights of troop camping
5. Emails the Patrol Leaders' Council meeting minutes within 1-week following the meeting
6. Attend at least 50% of troop meetings over a 6-month period and records attendance
7. Attend at least 50% of outings over a 6-month period and records attendance

8. Reports to Senior Patrol Leader and Scoutmaster on scouts missing 3 or more consecutive meetings

Quartermaster

The Quartermaster is the troop's supply boss. He keeps an inventory of troop equipment and sees that the gear is in good condition. He works with Patrol Quartermasters as they check out equipment and return it, and at meetings of the Patrol Leaders' Council he reports on the status of equipment in need of replacement or repair. In carrying out his responsibilities, he may have the guidance of a member of the troop committee. The Quartermaster is responsible to the Senior Patrol Leader, Assistant Senior Patrol Leader, and Assistant Scoutmaster or Committee Member for Equipment.

Duties

1. Attend Patrol Leaders' Council Meetings
2. Guide the work of Patrol Quartermasters and preside at Quartermaster Council meetings
3. Keep record of troop equipment
4. Keep troop equipment in good repair
5. Suggest new or replacement items
6. Work with Assistant Scoutmaster or Committee Member for Equipment.
7. Set a good example
8. Wear the uniform correctly
9. Live by the Scout Oath and Law

Leadership Expectations

1. Be First Class rank or above
2. Appointed by Assistant Senior Patrol Leader for 6-month period with Scoutmaster recommendation
3. Attend at least 50% of Patrol Leaders' Council meeting over a 6-month period (non-voting member)
4. Attend at least 50% of troop meetings over a 6-month period
5. Attend at least 50% of outings over a 6-month period
6. Check with Patrol Quartermasters monthly to verify that all of the patrol equipment has been checked in and is in good condition
7. Report at Patrol Leaders' Council on status of troop equipment every 3 months

Troop Guide

The Troop Guide is both a leader and a mentor to the members of the new-Scout patrol. He should be an older Scout who holds at least the First Class rank and can work well with younger Scouts. He helps the Patrol Leader of the new-Scout patrol in much the same way that a Scoutmaster works with a Senior Patrol Leader to provide direction, coaching, and support. The Troop Guide is not a member of another patrol, but may participate in the high-adventure activities of a Venture patrol. The Troop Guide is responsible to the Assistant Scoutmaster for the new-Scout patrol.

Duties

1. Help Scouts meet advancement requirements through First Class
2. Advise new-Scout Patrol Leader on his duties and his responsibilities
3. Attend Patrol Leaders' Council meetings with the new-Scout Patrol Leader
4. Prevent harassment and hazing of new Scouts by older Scouts
5. Help Assistant Scoutmaster train new Patrol Leader when he is elected
6. Guide new Scouts through early troop experiences to help them become comfortable in the troop and the outdoors
7. Set a good example
8. Wear the uniform correctly
9. Live by the Scout Oath and Law

Leadership Expectations

1. Be Star rank or above
2. Appointed by Scoutmaster for 12-month term
3. Attend at least 65% of Patrol Leaders' Council meeting over a 6-month period (voting member)
4. Attend at least 50% of troop meetings over a 6-month period
5. Attend at least 50% of outings over a 6-month period
6. Succeed in getting at least 50% of new Patrol to Second Class after 9 months or First Class after 15 months
7. Check with Patrol Leader before each outing to assure he is ready
8. Check with Patrol to assure they have what they need for each outing
9. Assure that new Scouts are protected from any bullying either between themselves or between them and older Scouts

Cub Scout Den Chief/Webelos Den Chief

The Den Chief works with a den of Cub Scouts and with their adult leaders. He takes part in den meetings, encourages Cub Scout advancement, and is a role model for younger boys. Serving as Den Chief can be a great first leadership experience for a Scout. A Webelos Den Chief can help plan and assist with the leadership of Webelos den meetings and field activities. He can lead songs and stunts, and encourage Webelos Scouts to progress into the Boy Scout troop. The Den Chief is responsible to the Den Leader of the pack and the Assistant Scoutmaster for Den Chiefs.

Duties

1. Serve as the activities assistant at den meetings
2. Meet regularly with the den leader to review the den and pack meetings plans
3. If serving as a Webelos Den Chief, prepare the boys to join Boy Scouting
4. Project a positive image of Boy Scouting
5. Set a good example
6. Wear the uniform correctly
7. Live by the Scout Oath and Law

Leadership Expectations

1. Be First Class rank or above

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2. Selected by Scoutmaster and approved by Den Leader to serve a 6-month period
3. Attend at least 50% of den meetings over a 6-month period
4. Attend at least 50% of pack meetings over a 6-month period
5. Attend at least 50% of Patrol Leaders' Council meeting over a 6-month period (non-voting member)
6. Have a positive note from Den Leader every 3 months confirming that the Den Chief has set a good example and has been helpful in running the den
7. Present to the pack or den the activities that the troop is doing

Instructor

Each Instructor is an older troop member proficient in a Scouting skill. He must also have the ability to teach that skill to others. An Instructor teaches subjects that Scouts are eager to learn, especially those such as first aid, camping, and backpacking which are required for outdoor activities and rank advancement. A troop can have more than one Instructor. The Instructor is responsible to the Assistant Senior Patrol Leader.

Duties

1. Instruct scouting skills as needed within the troop or patrols
2. Prepare well in advance for each teaching assignment
3. Set a good example
4. Wear the uniform correctly
5. Live by the Scout Oath and Law

Leadership Expectations

1. Be First Class rank or above
2. Appointed by Assistant Senior Patrol Leader for 6-month term, with Scoutmaster recommendation
3. Attend at least 50% of Patrol Leaders' Council meeting over a 6-month period (non-voting member)
4. Attend at least 50% of troop meetings over a 6-month period
5. Attend at least 50% of outings over a 6-month period, and work as an Instructor
6. Work as an Instructor during at least 33% of the meetings

Historian

The Historian collects and preserves troop photographs, news stories, trophies, flags, scrapbooks, awards, and other memorabilia and makes materials available for Scouting activities, the media, and troop history projects. The Historian is responsible to the Assistant Senior Patrol Leader.

Duties

1. Attend Patrol Leaders' Council Meetings
2. Gather pictures and facts about past activities of the troop and keep them in scrapbooks, wall displays, on the troop website, or information file
3. Care for troop trophies and keepsakes
4. Keep information about troop alumni

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5. Set a good example
6. Wear the uniform correctly
7. Live by the Scout Oath and Law

Leadership Expectations

1. Be First Class rank or above
2. Appointed by Assistant Senior Patrol Leader for 6-month term with Scoutmaster recommendation
3. Attend at least 50% of Patrol Leaders' Council meeting over 6-month period (non-voting member)
4. Attend at least 50% of troop meetings over a 6-month period
5. Attend at least 50% of outings over a 6-month period
6. Publish a monthly report on the activities of the troop
7. Work with Photographer Historian to assemble a report on Troop activities
8. Confirm with Scribe who went on each outing
9. Create and add to troop history documents and bring these to each Court of Honor

Photographer Historian

The Photographer Historian collects and preserves troop photographs, and prepares images to be posted online and published in reports and newsletters. The Photographer Historian is responsible to the Assistant Senior Patrol Leader.

Duties

1. Attend Patrol Leaders' Council Meetings
2. Take pictures at meetings and outings
3. Digitize images to be placed online
4. Work with Historian and Webmaster to place images online
5. Set a good example
6. Wear the uniform correctly
7. Live by the Scout Oath and Law

Leadership Expectations

1. Be First Class rank or above
2. Appointed by Assistant Senior Patrol Leader for 6-month period, with Scoutmaster recommendation
3. Attend at least 50% of Patrol Leaders' Council meeting over a 6-month period (non-voting member)
4. Attend at least 50% of troop meetings over a 6-month period
5. Attend at least 50% of outings over a 6-month period
6. Collect images of activities from Scouts and adults
7. Publish monthly pictures the activities of the troop
8. Create and add to photo history documents and bring these to each Court of Honor

Librarian

The Librarian oversees the care and use of troop books, pamphlets, magazines, audiovisuals, and

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merit badge counselor lists. He checks out these materials to Scouts and leaders and maintains records to ensure that everything is returned. He may also suggest the acquisition of new literature and report the need to repair or replace any current holdings. The Librarian is responsible to the Assistant Senior Patrol Leader.

Duties

1. Attend Patrol Leaders' Council Meetings
2. Establish and maintain troop library
3. Set a good example
4. Wear the uniform correctly
5. Live by the Scout Oath and Law

Leadership Expectations

1. Be First Class rank or above
2. Appointed by Assistant Senior Patrol Leader for 6-month term with Scoutmaster recommendation
3. Attend at least 50% of Patrol Leaders' Council meeting over 6-month period (non-voting member)
4. Attend at least 50% of troop meetings over a 6-month period
5. Attend at least 50% of outings over a 6-month period
6. Keep records of literature owned by the troop
7. Have literature available to borrow at troop meetings and at camp
8. Keep system for checking literature in and out
9. Keep a record of Merit Badge Counselors in the troop (and the District, if possible)
10. Follow up on late returns

Chaplain Aide

The Chaplain Aide assists the troop Chaplain (usually an adult from the troop committee or the chartered organization) in serving the religious needs of the troop. He ensures that religious holidays are considered during the troop's program planning process and promotes the BSA's religious emblems program. To serve as a Chaplain Aide is a unique opportunity for ministry. The Chaplain Aide is responsible to the Assistant Senior Patrol Leader and Troop Chaplain.

Duties

1. Attend Patrol Leaders' Council Meetings
2. Encourage unit members to strengthen their own relationships with God through personal prayer and devotion and participation in religious activities appropriate to their faith
3. With the Troop Chaplain, plan appropriate religious services for all members during weekend campouts
4. Help the Troop Chaplain plan and conduct an annual Scout-oriented religious observance, preferably during National Scout Week in February
5. Present an overview of the various religious emblems programs to the unit at least annually
6. Present an overview of the religious emblems to Cub Scout dens or packs and other Scouting units on request
7. Maintain the unit's religious emblems award progress chart
8. Assist the unit Chaplain to plan and conduct a religious emblem recognition ceremony

9. Preside over closing prayer at meetings
10. Set a good example
11. Wear uniform correctly
12. Live by the Scout Oath and Law

Leadership Expectations

1. Be mature and sensitive and have earned the respect and trust of his fellow Scouts
2. Be First Class rank or above
3. Appointed by Assistant Senior Patrol Leader for 6-month term with Scoutmaster recommendation
4. Have received (or be working toward completing the requirements leading to) the age-appropriate religious emblem for his faith
5. Attend at least 50% of Patrol Leaders' Council meeting over 6-month period (non-voting member)
6. Attend at least 50% of troop meetings over a 6-month period
7. Attend at least 50% of outings over a 6-month period

Order of the Arrow Representative

The Order of the Arrow Representative serves as a communication link between the troop and the local Order of the Arrow lodge. By enhancing the image of the Order as a service arm to the troop, he promotes the Order, encourages Scouts to take part in all sorts of camping opportunities, and helps pave the way for older Scouts to become involved in high-adventure programs. The Order of the Arrow Representative assists with leadership skills training. He reports to the Assistant Senior Patrol Leader, and is appointed by the Senior Patrol Leader with Scoutmaster approval.

Duties

1. Attends troop and lodge meetings regularly as a youth representative of the troop and Order
2. Arranges with the lodge election team to conduct an annual Order of the Arrow election for the troop at a time approved by the Patrol Leaders Council
3. Arranges with the lodge for at least one camp promotion visit to the unit annually
4. Makes at least one high adventure presentation to the troop, to include the OA programs annually
5. Participates in Troop Courts of Honor by recognizing: high adventure participation of troop members, induction of new OA members, changes in OA honors of troop members, leadership of troop members, and other appropriate activities
6. Coordinates the Ordeal Induction process for newly elected
7. Assists current Ordeal members in the troop in sealing their membership by becoming Brotherhood
8. Offer periodic training and discussions of OA principles, symbolism, and the Legend as needed for the troop members of the Order
9. Leads at least one troop service project for the community or charter partner during the year. May also serve, at the discretion of the Patrol Leaders' Council, as the troop's service chairman
10. Assists the troop (as appropriate) as a trainer of leadership and outdoor skills
11. Advocates environmental stewardship and Leave No Trace camping

12. Attend Patrol Leaders' Council Meetings
13. Set a good example, and live by the OA Obligation
14. Wear the uniform correctly
15. Live by the Scout Oath and Law

Leadership Expectations

1. Be at least First Class rank and an OA member in good standing
2. Appointed by Scoutmaster for 6-month term
3. Attend National Youth Leadership Training
4. Attend at least 50% of Patrol Leaders' Council meeting over a 6-month period (non-voting member)
5. Attend at least 50% of troop meetings over a 6-month period
6. Attend at least 50% of outings over a 6-month period

Leave No Trace Trainer

The Leave No Trace Trainer specializes in teaching Leave No Trace principles and ensuring that the troop follows these principles on outings. He can also help Scouts earn the Leave No Trace award. He should have a thorough understanding of and commitment to Leave No Trace. Ideally, he should have completed Leave No Trace training and earned the Camping and Environmental Science merit badges. The Leave No Trace Trainer is responsible to the Assistant Senior Patrol Leader.

Duties

1. Helps minimize impact on the land by teaching members the principles of Leave No Trace and improving Scouts' outdoor ethics decision-making skills
2. Attend Patrol Leaders' Council Meetings
3. Set a good example
4. Wear the uniform correctly
5. Live by the Scout Oath and Law

Leadership Expectations

1. Be at least 14 years old and First Class rank
2. Appointed by Assistant Senior Patrol Leader for 6-month term with Scoutmaster recommendation
3. Complete 16-hr Leave No Trace Trainer course
4. Complete Camping and Environmental Science merit badges
5. Attend at least 50% of Patrol Leaders' Council meeting over a 6-month period (non-voting member)
6. Attend at least 50% of troop meetings over a 6-month period
7. Attend at least 50% of outings over a 6-month period
8. Ensure that 75% of troop members are Leave No Trace trained, by providing required training during meetings or outings

Junior Assistant Scoutmaster

A Scout at least 16 years of age and has shown outstanding leadership skills may be appointed

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by the Senior Patrol Leader, with the advice and consent of the Scoutmaster, to serve as a Junior Assistant Scoutmaster. These young men (a troop may have more than one Junior Assistant Scoutmaster) follow the guidance of the Scoutmaster in providing support and supervision to other boy leaders in the troop. Upon his 18th birthday, a Junior Assistant Scoutmaster will be eligible to become an Assistant Scoutmaster. The Junior Assistant Scoutmaster is responsible to the Scoutmaster. Junior Assistant Scoutmasters are generally older youth who have previously held top leadership positions.

Duties

1. Work with Scoutmaster for special leadership responsibilities as mutually agreed upon
2. Work with younger scouts on advancement
3. Act as a friend especially for younger scouts
4. Set a good example
5. Wear the uniform correctly
6. Live by the Scout Oath and Law

Leadership Expectations

1. Be at least 16 years old
2. Be at least Life rank
3. Appointed by Scoutmaster
4. Have attended National Youth Leadership Training
5. Attend at least 50% of Patrol Leaders' Council meetings as an observer over a 6 month period (non-voting member)
6. Attend at least 50% of troop meetings 6-month period
7. Attend at least 50% of outings over a 6-month period
8. Works behind the scenes with the Senior Patrol Leader as an advisor and coach
9. While functioning as an Assistant Scoutmaster, follows all BSA youth policies regarding two-deep adult leadership, sleeping quarters, driving, etc.

Assistant Patrol Leader

The Assistant Patrol Leader plays a role in planning, leading, and evaluating patrol meetings and activities and prepares the patrol to participate in all troop activities. He is responsible to the Patrol Leader. *This position of responsibility is not rank qualifying for Star, Life or Eagle Scout.*

Duties

1. Assist Patrol Leader in planning and leading patrol meetings and activities, keeping patrol members informed, preparing the patrol to take part in activities
2. Helps develop patrol spirit
3. Work with other troop leaders to make the troop run well
4. Set a good example
5. Wear uniform correctly
6. Live by the Scout Oath and Law

Leadership Expectations

1. Take weekly attendance of patrol attendance and provide to Scribe

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2. Take charge of the patrol in the absence of the Patrol Leader
3. Represent the patrol at all Patrol Leaders' Council meetings in the absence of the Patrol Leader
4. Other duties that the Patrol Leader may ask be performed

Patrol Quartermaster

The Patrol Quartermaster is the patrol's supply boss. He keeps an inventory of patrol equipment and sees that the gear is in good condition. He works with the troop Quartermaster to check out equipment and return it, and reports on the status of equipment in need of replacement or repair. In carrying out his responsibilities, he may have the guidance of a member of the troop committee or an Assistant Scoutmaster. The Patrol Quartermaster is responsible to the Patrol Leader, Troop Quartermaster and Equipment Assistant Scoutmaster or Committee Member. *This position of responsibility is not rank qualifying for Star, Life or Eagle Scout.*

Duties

1. Informs the Quartermaster if any patrol equipment needs to be repaired
2. Reports to Quartermaster or Equipment Assistant Scoutmaster or Committee Member if all of the patrol's equipment has not been checked in within 2 weeks of the last outing and returned in good condition
3. Suggest new or replacement items
4. Set a good example
5. Wear the uniform correctly
6. Live by the Scout Oath and Law

Leadership Expectations

1. Stores patrol equipment (1 cooler and 1 patrol box)
2. Gets as list of needed equipment from the Patrol Leader prior to an outing
3. Brings equipment to outing departure point
4. Distribute patrol equipment to be cleaned
5. Keep records of who has patrol equipment

Bugler

The Bugler plays the bugle (or a similar instrument) to mark key moments during the day on troop outings, such as reveille and lights out. He must know the required bugle calls and should ideally have earned the Bugling merit badge. *Bugler is currently not offered as a Troop 102 youth leader position of responsibility.*

Troop Webmaster

The Troop Webmaster is responsible for maintaining the troop's website. He should make sure that information posted on the website is correct and up to date and that members' and leaders' privacy is protected. A member of the troop committee may assist him with his work. *Troop Webmaster is currently not offered as a Troop 102 youth leader position of responsibility.*