



GRAND TETON
COUNCIL
HANDBOOK
2019 - 2020



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GRAND TETON COUNCIL VISION STATEMENT

Energize all resources to help all young people of our Council be prepared to make ethical and moral choices over their lifetimes by instilling within them the values of the Scout Oath and Law.

In 2019 – 2020 we will energize:

- Volunteers:*** Promote Wood Badge training and provide leader specific training online through our Council's website.
- Youth:*** Continue to grow 2% annually in youth membership with emphasis on community sponsors, girls, Hispanic Outreach, and Exploring.
- Marketing:*** Increase the number of positive public media newspaper articles, television, and radio PSA's, stories, and interviews in all districts and Council-wide.
- Training:*** Strive for 100% of all leaders to be leader-specific trained and Youth Protection trained each year.



Grand Teton Council in 2018

Membership

- Our Council has one of the highest youth retention rates in the nation (92.95%).
- 21,509 total youth are being served in the Grand Teton Council. This number represents 50% of all available youth in the Council boundaries.
- More than 9,000 adults registered & volunteered in the Scouting program (not including merit badge counselors which adds another 3,000+ volunteers).
- 144 Learning for Life Participants registered.
- Chartered 1,036 total units

Advancement

- 549 boys received the Eagle Scout Award.
- 931 Arrow of Light Awards were earned by our Cub Scouts.
- 20,608 merit badges were earned by our Scouts.

Service

- 370,000 food items were collected in the Scouting for Food campaign for local food banks -- enough to feed over 5,600 families in need of food.
- Eagle Scouts invested over 65,850 service hours back into our community through their service projects and helped save local communities approximately \$1,500,000 in man hours.
- In addition to Eagle Scout projects, Scouting youth performed approximately 350,000 hours of community service with a value of \$7,000,000.

Journey to Excellence (JTE)

- Over 112 Scouting Units achieved the Bronze, Silver, or Gold level in Journey to Excellence.
- Our Council achieved the Journey to Excellence Bronze Level Award in 2018

Camping

- Each of our 3 Boy Scout camps, Salmon River High Adventure Base, and 2 day camps were nationally accredited.
- 5,547 youth attended Day Camp at Krupp Hollow & Portneuf Springs.
- 2,744 Boy Scouts attended camp at Treasure Mountain, Little Lemhi or Island Park Scout Camp.
- 250 Varsity and Venture youth experienced the Salmon River Base High Adventure Base.

Finance

- \$175,000 was raised in product sales & special events: Holiday and Memorabilia Auctions, Sporting Clay Tournament, Popcorn, and Tiger Ears.
- \$940,000 Friends of Scouting campaign dollars raised by year end.

Program

- 139 adult leaders attended Wood Badge courses.
- 392 Boy Scouts, Varsity Scouts, and Ventures attended Cedar Badge National Youth Leadership Training Courses.
- 229 youth and adults were active in the Order of the Arrow
- Successfully conducted the 11th Annual Tall Timber with 522 people in attendance.

Grand Teton Council

Council Goals for 2019-2020

TRAINING

Every Youth **DESERVES** a **WELL-TRAINED** Leader

- Every adult leader is required to complete Youth Protection before they can be registered with the Grand Teton Council BSA. We will continue to strive to achieve 100% youth-protection trained leaders.
- Leader-specific training is part of the required preparation for leaders to know how to implement the Scouting program effectively. We hope our leaders will take advantage of significant opportunities for advanced trainings like Wood Badge & Powder Horn.
- Every Adult Leader should be familiar with and utilize “The Guide to Safe Scouting” in all their Scouting activities.

CAMPING

Significantly increase attendance at all camping programs

- 10% Day Camp increase
- 10% Scout Camp increase
- 10% High Adventure Base increase

ADVANCEMENT

Every Youth **NEEDS** to **Advance** one rank each year

- Increase the Cub Scout and Boy Scout advancement percentages by 5%
- Increase the Venturing Award numbers by 10% or more

THE COUNCIL

Along with units and districts, the Grand Teton Council strives to achieve Journey to Excellence Gold Status every year.

DISTRICTS

District leadership can have an important, positive impact by:

- Making sure the District Committee is well staffed
- Conducting quality, well-organized roundtables each month with information that your units want and need as well such as hosting breakout departmental meetings when necessary.
- Registering and training Unit Commissioners so that each Commissioner can provide guidance for 3 or 4 units at the most.
- Holding Unit Commissioner meetings to report on the health of units and make action plans to help individual units. Then implement these plans.
- Conducting the Friends of Scouting Campaign in a timely and well-organized fashion, utilizing materials provided by the Council.
- Reaching finance goals through FOS, Auction participation, Popcorn sales, Tiger Ear booth, and project sales.
- Continuing to promote Scouting in local schools and other public forums.
- Organization of new units in each district.

The Levels of Support for our Youth



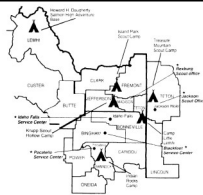
21,509
Youth



2,036 Units

506 Packs • 501 Troops • 451 Teams
461 Crews • 17 Posts

500+
Chartered Partners



16 Districts

Grand Teton
Council



Area 2

Idaho Falls, ID
Twin Falls, ID
Great Falls, MT
Casper, WY

Denver, CO
Colorado Springs, CO
Greeley, CO
Grand Junction, CO
Pueblo, CO

Ogden, UT
Orem, UT
Salt Lake City, UT
Rapid City, SD

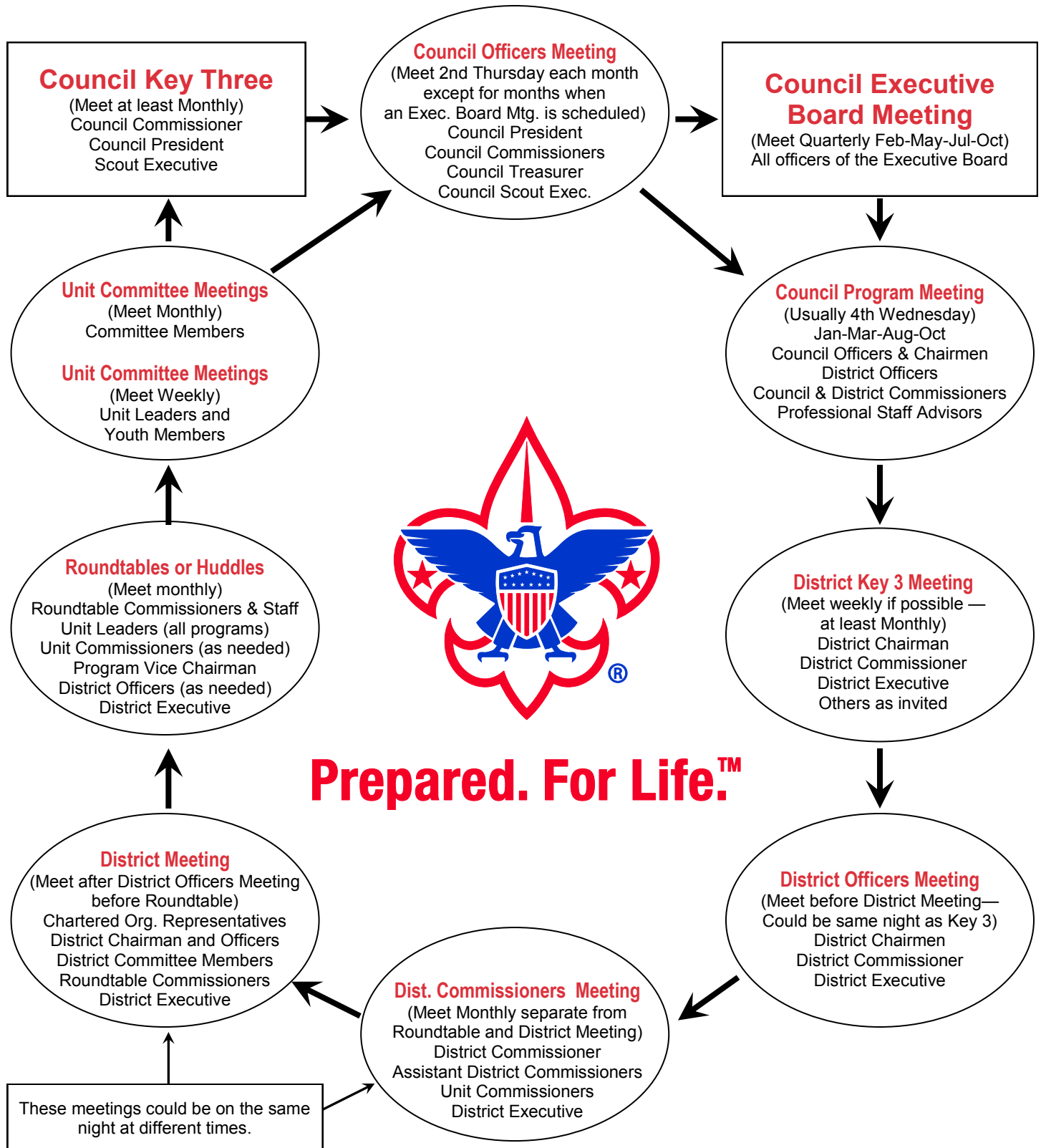
Western Region



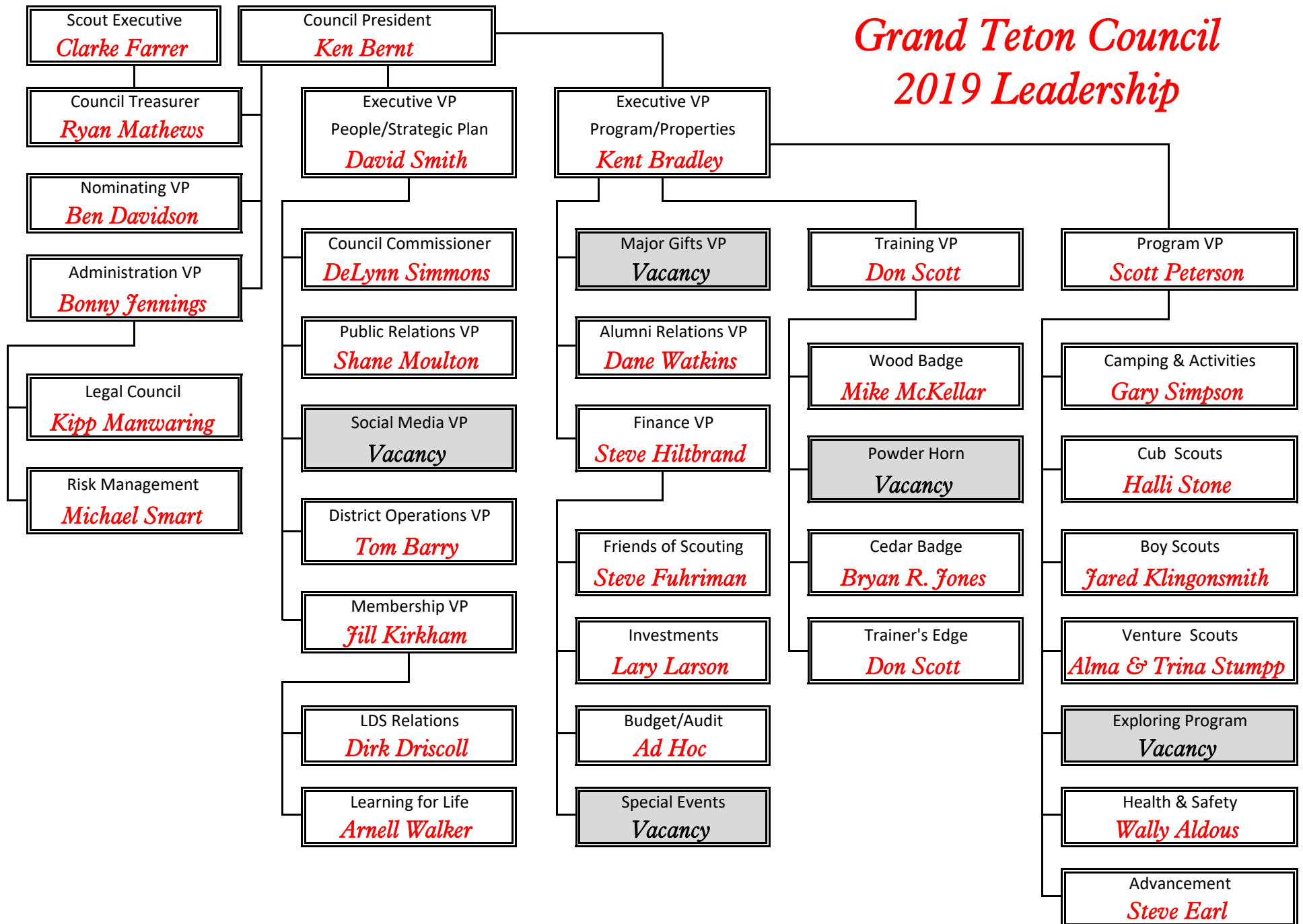
National Council
Boy Scouts of America

Grand Teton Council

Cycle of Communication and Meetings



Grand Teton Council 2019 Leadership



2019 Council Leadership - Executive Committee

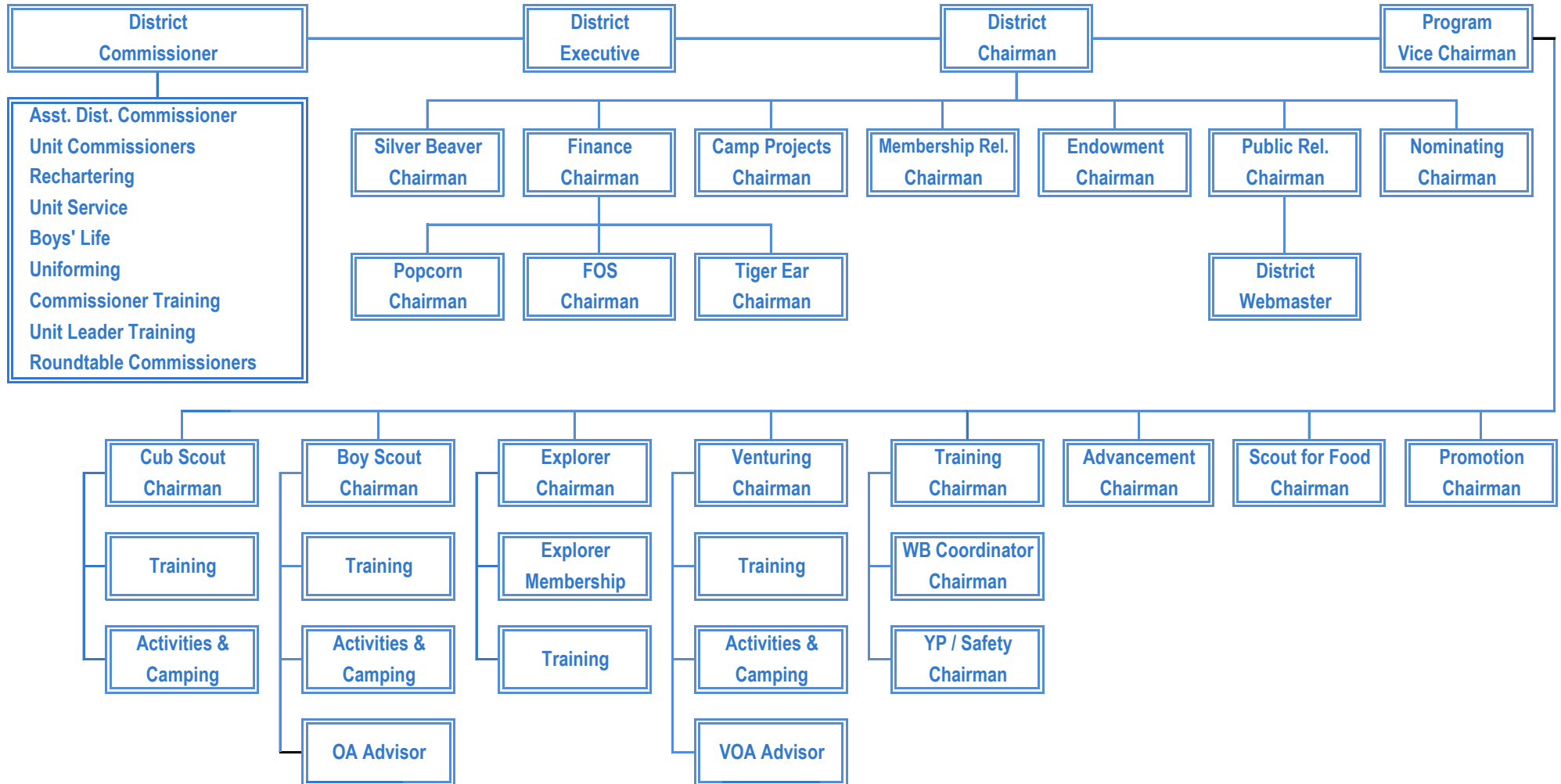
<i>Position</i>	<i>Name</i>	<i>Address</i>	<i>Phone</i>	<i>E-mail</i>
<i>Council President</i>	Ken Bernt	478 University Pocatello, ID 83201	(208) 251-6190	ken@lkc1.com
<i>Council Commissioner</i>	DeLynn Simmons	4292 East 100 North Rigby, ID 83442	(208) 201-3020	32simmonsdt@gmail.com
<i>Council Scout Executive</i>	Clarke Farrer	3910 S. Yellowstone Hwy. Idaho Falls, ID 83402	(208) 522-5155	clarke.farrer@scouting.org
<i>Council Treasurer</i>	Ryan Mathews	518 West 65 South Blackfoot, ID 83221	(208) 881-8578	ryanpmatthews@gmail.com
<i>Exec. VP - People & Strategic Plan</i>	David A. Smith	4908 Vintage Lane Idaho Falls, ID 83406	(208) 497-4086	dsmith4908@gmail.com
<i>Exec. VP - Programs & Properties</i>	Kent Bradley	3728 East 10 North Rigby, ID 83442	(208) 589-3303	kbbobcat@gmail.com
<i>VP - Administration</i>	Bonny Jennings	131 North 4300 East Rigby, ID 83442	(208) 589-3149	bonnyj@cheerful.com
<i>VP - Alumni Relations</i>	Dane Watkins, Sr.	P.O. Box 50781 Idaho Falls, ID 83405	(208) 681-0800	thewatkinsco@cs.com
<i>VP - Communications</i>	Shane Moulton	314 South 10th Avenue Pocatello, ID 83201	(208) 243-5129	shane@optixmedia.net
<i>VP - District Operations</i>	Tom Barry	4160 East 600 North Rigby, ID 83442	(208) 521-5645	tjb687@msn.com
<i>VP - Finance</i>	Steve Hiltbrand	275 Lariat Lane Idaho Falls, ID 83404	(208) 521-6412	sclaus01@cableone.net
<i>VP - Membership</i>	Jill Kirkham	P.O. Box 4026 Pocatello, ID 83205	(208) 269-6397	jillkirkham@gmail.com
<i>VP - Nominating</i>	Ben Davidson	610 University Dr. Pocatello, ID 83201	(208) 244-4786	davibenji@gmail.com
<i>VP - Program</i>	Scott Peterson	1939 Highland Drive Blackfoot, ID 83221	(208) 680-2215	scott@scottwpeterson.com
<i>VP - Properties</i>	Dwayne Sudweeks	2476 Cimmaron Circle Pocatello, ID 83204	(208) 221-9502	dsudweeks@aol.com
<i>VP - Social Media</i>	Vacancy			
<i>VP - Training</i>	Donald Scott	33 North 740 West Blackfoot, ID 83221	(208) 317-8238	dlscott@baf.myrf.net

2019 Council Committee Chairmen

Position	Name	Address	Phone	E-mail
<i>Advancement</i>	Steve Earl	1260 North Robins Ave. Idaho Falls, ID 83401	(208) 542-2585	steve@earls.us
<i>Advisory Committee</i>	Arnell Walker	111 North 3rd East Soda Springs, ID 83276	(208) 221-3715	arnellwalker0@gmail.com
<i>Boy Scout Committee</i>	Jared Klingonsmith	536 Angela Dr. Rexburg, ID 83440	(208) 201-2995	jwklingonsmith@aol.com
<i>Cedar Badge Coordinator</i>	Bryan Jones	606 Chad Drive Rexburg, ID 83440	(208) 317-5338	castlewick@hotmail.com
<i>Council Camping & Activities</i>	Gary Simpson	1343 East 16th Street Idaho Falls, ID 83404	(208) 346-3574	oa407@cableone.net
<i>Cub Scout Committee</i>	Halli Stone	305 Eastview Dr. Idaho Falls, ID 83401	(208) 339-4942	cubscoutgrandma@gmail.com
<i>Endowment</i>	Gary Archibald	1171 South 5th West Rexburg, ID 83440	(208) 390-4411	gary-archibald@leavitt.com
<i>Exploring Committee</i>	Vacant			
<i>Friends of Scouting</i>	Steve Fuhriman	1860 Dove Drive Ammon, ID 83406	(208) 313-5124	steve.fuhriman@gmail.com
<i>Golf Tournament</i>	Jeff Wheeler	4883 East Lincoln Road Idaho Falls, ID 83401	(208) 589-1256	jeffw@wheelerelectric.com
<i>Health & Safety</i>	Wally Aldous	1043 West 100 South Blackfoot, ID 83221	(208) 680-2976	wcaldous@yahoo.com
<i>Hispanic Outreach</i>	Kirk Kirkham	141 Jefferson Avenue Pocatello, ID 83201	(208) 269-6395	kirkham70@gmail.com
<i>Holiday Auctions</i>	Dave Radford	4595 East Bailey Lane Ammon, ID 83406	(208) 589-1295	dradford@co.bonneville.id.us
<i>International Scouting Chair</i>	Bill Finerty	P.O. Box 3393 Alpine, WY 83128	(419) 296-1855	bfinerty@defiance.edu
<i>LDS Friends of Scouting</i>	David A. Smith	4908 Vintage Lane Idaho Falls, ID 83406	(208) 497-4086	dsmith4908@gmail.com
<i>Learning for Life</i>	Arnell Walker	111 North 3rd East Soda Springs, ID 83276	(208) 221-3715	arnellwalker0@gmail.com
<i>Legal Counsel</i>	Kipp Manwaring	3346 Crestwood Lane Idaho Falls, ID 83404	(208) 604-2309	kipp@manwaringlaw.com
<i>Memorabilia Auction</i>	David Crasper, Sr.	2183 Wahlquist Drive Idaho Falls, ID 83401	(208) 716-1786	dcrasper@gmail.com
<i>National Eagle Scout Assoc. Chair</i>	Randy Jennings	131 N 4300 E Rigby, ID 83442	(208) 589-3347	randykjennings@hotmail.com
<i>New Unit Chairman</i>	Brian Harris	2295 Eastview Drive Idaho Falls, ID 83401	(208) 520-9514	harris.radiochem@gmail.com
<i>Nominating Committee</i>	Ben Davidson	610 University Dr. Pocatello, ID 83201	(208) 244-4786	davibenji@gmail.com
<i>Order of the Arrow Lodge Advisor</i>	Burley Johnson	4611 N 375 W Rexburg, ID 83440	(714) 337-9031	burleyjohnson@msn.com
<i>Risk Management</i>	Michael Smart	355 Tendoy Dr. Idaho Falls, ID 83401	(208) 881-2681	msmart42@gmail.com
<i>Silver Beaver Colony President</i>	Nancy Farrer	2635 Laguna Dr. Idaho Falls, ID 83404	(208) 360-4553	cnfarrer@gmail.com
<i>Strategic Planning</i>	David A. Smith	4908 Vintage Lane Idaho Falls, ID 83406	(208) 497-4086	dsmith4908@gmail.com
<i>Tiger Ears</i>	Paul Moore	1711 Frontage Road Blackfoot, ID 83221	(208) 201-5564	moorep@d55.k12.id.us
<i>Traditional Unit Relations</i>	Father Roger LaChance	524 North 75th Avenue Pocatello, ID 83201	(208) 232-1196	frlachance@roadrunner.com
<i>Venturing Committee</i>	Alma & Trina Stumpp	3150 North 45 East Idaho Falls, ID 83401	(208) 589-7901 (208) 589-7902	alma@werestorennow.com tstumpp@werestorennow.com
<i>Venturing Officers Assoc. Advisor</i>	David Crasper, Sr.	2183 Wahlquist Drive Idaho Falls, ID 83401	(208) 716-1786	dcrasper@gmail.com
<i>Wood Badge Coordinator</i>	Mike McKellar	659 Troy Avenue Idaho Falls, ID 83402	(208) 390-0348	MichaelG.McKellar@gmail.com

Grand Teton Council

District Organization Chart



Grand Teton Council

THE KEY THREE



Commissioner



President



Scout Executive

COUNCIL	COUNCIL COMMISSIONER	COUNCIL PRESIDENT	SCOUT EXECUTIVE
DISTRICT	DISTRICT COMMISSIONER	DISTRICT CHAIRMAN	DISTRICT EXECUTIVE
POSITION CONCEPT	Leads and motivates a LINE organization providing one-on-one communications and "service" to individual units. This includes re-chartering and assuring a quality Scouting experience for youth in every unit.	Leads and motivates volunteers who each perform specific tasks required of a Council/District including Finance and Membership/ Relationships. Oversees entire organization.	Ultimate responsibility is to assure the WHOLE Scouting organization works...primarily by finding and guiding volunteers to do organized tasks, training and maintaining them to achieve aims of Scouting.
POSITION EMPHASIS	Maintaining Units	Staffing Administration	Staffing Training



Grand Teton Council

The District Committee Meeting



The entire District Committee meets on a regularly scheduled date, usually monthly. The purpose of District Meetings is to build momentum, provide group continuity, assure good coordination, and administer specific assignments of individual district Scouters. The District Commissioner reports on the special needs of units and requests the help of operating committees to meet those needs.

To help coordinate efforts, many districts devote a major portion of District Meeting time to simultaneous meetings of each of the operating committees (membership, finance, camping, etc.). This is also a time efficient meeting pattern for busy district volunteers.

Each operating committee checks details on progress made by its members during the month, makes decisions on plans for the months ahead, and updates specific assignments for each Committee Member. The District Chairman, District Commissioner and District Executive sit in where needed.

All Scouters reassemble together. Each Committee Chairman reports on plans and progress so that everyone knows the big picture. To help build commitment, the District Meeting also provides moments of fellowship and inspiration.

The pattern of District Meetings must be right if it is to attract and hold members. Build these dates into the council program a year in advance to include:

A Monthly Schedule – A monthly meeting is necessary to maintain continuity and momentum. A strong healthy flow of plans, projects, reports, training and inspiration cannot be effectively maintained on a less frequent schedule of meetings. The June and August meetings can be held outdoors. The June

meeting might be held at the council camp for planning the coming year's program, and the August meeting in connection with a picnic, barbeque or other outing for all Scouters and their families.

A Standard Date – Pick a standard day and week of the month and stick to it except when it falls on a holiday. Scouters should be able to write a regular date into their calendars and plan on it. Meetings should be held at the same place; a central location is usually best

PLANNING THE MEETING

Preparation for the District Meeting calls for advance planning by the District Chairman, District Commissioner, and District Executive; most important of all, a conference between the District Executive and the Chairman of each of the District Operating Committees to check on progress and develop a work plan for the coming month.

Following are some ideas to choose from in planning meetings. Obviously, time will not permit all of them to be used in any one meeting.

Special Guests – A great deal of fine relationships work can be done by inviting people to come as honored guests to a meeting of the District Committee. This may include heads of chartered organizations, Scouting officials, public officials and community leaders.

Opening Ceremony – This should be brief but inspirational. It may be a prayer, the Scout Oath, the Pledge of Allegiance, a new ceremony, an inspirational poem or a good Scouting story.

Any volunteer movement such as Scouting is peculiarly dependent on emotional motivation. It is important to every District Meeting to add fuel to the fires of interest and enthusiasm and

to strengthen people's will to carry on this cooperative venture in serving youth.

Introduction of Guests – Have someone introduce the guest. Be sure names are pronounced correctly and clearly.

Introduction of New Members – Any new members should be inducted with a simple ceremony. Tell who they are, express the welcome of the group, shake their hands and pin a Scouter button on each of them.

Training – Every gathering of Scouters is an opportunity to add something to the individual's understanding of Scouting as well as his job and how to do it. Brief discussion, filmstrips, films, demonstrations, charts, literature displays and dramatization are some of the tools that can be used.

District Commissioner's Report – Either in this report or informally at some other time the District Commissioner will request Operating Committee assistance for specific unit situations.

Operating Committee Meetings – This is the bread-and-butter part of a good District Meeting. Each committee must have an agenda worked out by the Committee Chairman and District Chairman. The agenda includes specific plans, assignments and follow-up on assignments.

Report of the Operating Committee Chairman – Keep this brief and result oriented.

Reports of the Chartered Organization Representatives – They may be called for occasionally.

District Work – Any items of district business that have not been fully covered in reports of the Operating Committees should be covered here.

Open Forum – The principal reason for holding the forum nearer the end of the meeting is that it permits keeping the earlier parts of the meeting on schedule. If questions or problems are brought up in the earlier part of the meeting, instead of stalling the meeting at that point, the

chairman notes them for discussion during the open forum.

Executive's Remarks – A short period at the close of the meeting should be reserved for the District Executive. This is an opportunity to sum up, to recognize progress, to point the way ahead, to pin the meeting down, to bring news from the council and the Scouting world and perhaps to end on a note of inspiration and challenge. The District Executive may profitably use charts to show the standing of the district in relation to other districts or to the council as a whole.

Announcements and Closing

MEETING RESULTS

It is up to the Key 4 to see that each meeting has the following results:

- Notes related to the work plan of the district should be kept by each Operating Committee Chairman and copies shared with the District Key 4.
- Significant outcomes of the meeting can be reported in the local news media, informing the public and further committing Committee Members to carry out announced plans.
- The District Chairman, Program Vice-Chairmen, and District Executive will be in frequent contact with Operating Committee Chairmen over details of the program, encouraging, helping, checking on progress, and promoting the steady flow of district work until it is time for another roundtable or huddle.
- The District Commissioner takes details of the program back to the Commissioner Staff.

District_____

Council_____

District Committee Meeting Work Plan (Sample Agenda)

Time_____Date_____Place_____

Chairman_____

NOTE: Attach work plans for all functions for the District Chairman, District Commissioner, District Executive and Operating Committee Chairmen.

1. **Call to order.**
2. **Opening ceremony and/or invocation.** Keep this short and simple.
3. **Welcome, introductions and recognitions.** Ask Committee Chairmen to introduce the new members of their committees. Introduce new Chartered Organization Representatives.
4. **Training feature of the month.** No longer than 15 minutes.
5. **Highlights of the job that need to be planned and executed tonight** (District Chairman).
References: *Council and District Plan Book, No. 33032C* and the latest District Report.
 - A. Touch on the highlights of this month's Work Plan for each function.
 - B. Announce time allowed for the Operating Committee Meetings. These will occupy the major portion of the evening. (Note: If the District Committee operates as a "committee of the whole," each of the four functions is reviewed and assignments are made. If operating as the "neighborhood plan," the needs of each neighborhood committee are reviewed.
 - C. As each item is discussed, be sure an assignment is made, accepted and recorded on the Work Plan in each meeting.
6. **Unit service.** Unit conditions and Roundtables_____ District Commissioner
Specific units needs requiring Operating Committee assistance.
7. **Operating Committee Meetings and Zone Meetings for Chartered Organization Representatives.** COR's meet with Zone Leaders while Operating Committees meet. (The Key 4 can have a quick huddle then disperse, each to assist one or more of the Committee Meetings.)
8. **Reports and plans of Operating Committee Meetings.** (Obtain completed plans from each Chairman.)

-Finance Committee	-Membership Committee	-Cub Scouting Committee
-Boy Scouting Committee	-Varsity Scouting Committee	-Venturing Committee
-Training Committee	-Advancement Committee	-Camp Promotion Committee
9. **Reports of special committees and selected Chartered Organization Representatives.**
10. **District Executive's Report.**
11. **Other business.** Hold an open forum if time permits.

Announce the next meeting: Time_____Date_____Place_____

12. **Closing ceremony.**
13. **Adjournment.** Have refreshments and fellowship.

Pack _____ of _____ District
2019 Scouting's Journey to Excellence
"The BSA method for annual planning and continuous improvement"

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Planning and Budget					Total Points: 200		
#1	Planning and Budget: Have a program plan and budget that is regularly reviewed by the pack committee, and it follows BSA policies relating to fundraising.	Have an annual program plan and budget adopted by the pack committee.	Achieve Bronze, plus pack conducts a planning meeting involving den leaders for the following program year.	Achieve Silver, plus pack committee meets at least six times during the year to review program plans and finances.	50	100	200
Membership					Total Points: 500		
#2	Building Cub Scouting: Recruit new youth into the pack in order to grow membership.	Conduct a formal recruitment program by October 31 and register new members in the pack.	Achieve Bronze, and either increase youth members by 5% or have at least 40 members.	Achieve Silver, and either increase youth members by 10% or have at least 60 members.	50	100	200
#3	Retention: Retain a significant percentage of youth members.	Reregister 60% of eligible members.	Reregister 65% of eligible members.	Reregister 75% of eligible members.	50	100	200
#4	Webelos-to-Scout transition: Have an effective plan to graduate Webelos Scouts into troops.	With a troop, hold two joint activities or 75% of second year Webelos have completed "The Scouting Adventure."	60% of eligible Webelos register with a troop.	80% of eligible Webelos register with a troop.	25	50	100
Program					Total Points: 900		
#5	Advancement: Achieve a high percentage of Cub Scouts earning rank advancements.	50% of Cub Scouts advance one rank during the year.	60% of Cub Scouts advance one rank during the year.	75% of Cub Scouts advance one rank during the year.	100	200	300
#6	Outdoor activities: Conduct outdoor activities and field trips.	Each den has the opportunity to participate in three outdoor activities or field trips during the year.	Each den has the opportunity to participate in four outdoor activities or field trips during the year.	Each den has the opportunity to participate in five outdoor activities or field trips during the year.	50	100	200
#7	Day/resident/family camp: Cub Scouts attend day camp, family camp, and/or resident camp.	33% of Cub Scouts participate in a camping experience or have improvement over the prior year.	50%, or 33% and have improvement over the prior year.	75%, or 50% and have improvement over the prior year.	50	100	200
#8	Service projects: Participate in service projects.	Participate in two service projects and enter the hours on the JTE website.	Participate in three service projects and enter the hours on the JTE website.	Achieve Silver, plus at least one of the service projects is conservation-oriented.	25	50	100
#9	Pack and den meetings and activities: Dens and the pack have regular meetings and activities.	Hold eight pack meetings a year. Den or pack meetings have started by October 31.	Achieve Bronze, plus dens meet at least twice a month during the school year.	Achieve Silver, plus earn the Summertime Pack Award.	25	50	100
Volunteer Leadership					Total Points: 400		
#10	Leadership recruitment: The pack is proactive in recruiting sufficient leaders.	Have a registered assistant Cubmaster.	Achieve Bronze, and prior to recruiting event, the committee identifies pack and den leadership for the next year.	Achieve Silver, plus every den has a registered leader by October 31.	50	100	200
#11	Trained leadership: Have trained and engaged leaders at all levels. All leaders are required to have youth protection training.	Cubmaster or an assistant Cubmaster or pack trainer has completed position-specific training.	Achieve Bronze, plus the Cubmaster and den leaders have completed position-specific training or, if new, will complete within three months of joining.	Achieve Silver, plus two-thirds of committee members have completed position-specific training.	50	100	200

- ☐ **Bronze:** Earn at least 525 points by earning points in at least 7 objectives.
- ☐ **Silver:** Earn at least 800 points by earning points in at least 8 objectives.
- ☐ **Gold:** Earn at least 1,050 points by earning points in at least 8 objectives and at least Bronze in #6.

Total points earned: _____

No. of objectives with points: _____

☐ *Our pack has completed online rechartering by the deadline in order to maintain continuity of our program.*

☐ *We certify that these requirements have been completed:*

Cubmaster _____ Date _____

Committee chair _____ Date _____

Commissioner _____ Date _____

This form should be submitted to the Scout service center or your unit commissioner, as directed by your council.

Scouting's Journey to Excellence

2019 Pack Planning, Performance, and Recognition

Journey to Excellence uses a balanced approach to measure performance. It guides program planning before the year begins, monitors activities for continuous improvement during the year, and recognizes performance at the end of the year. In planning your strategy, use actual numbers from the previous year to guide your performance improvement goal planning. The period for measuring performance will be the calendar year.

Planning and Budget Measures	
1	The pack has a program plan and budget that is reviewed at all pack committee meetings, and the pack follows BSA policies relating to fundraising and fiscal management as found on the Unit Money-Earning Application form and any other publication that the council has developed for fundraising and fiscal management. Program plans and budget are reviewed with den leaders and parents at the start of the program year. The pack's program plan should be shared with the unit commissioner.
Membership Measures	
2	A formal recruitment event is conducted and new members are registered by October 31, 2019. On December 31, 2019, the pack has an increase in the number of youth members as compared to the number registered on December 31, 2018. A membership growth plan template can be found at www.scouting.org/membership . The pack has an up-to-date pin on the "Be a Scout" website.
3	Number of youth members on the most recent charter renewal (A) divided by the number of youth registered at the end of the prior charter year (B) minus any age-outs (C). Total = (A) / (B-C). Age-outs are youth who are too old to reregister as Cub Scouts. If the pack has a December charter, use the one expiring on December 31, 2018; otherwise use the one expiring during 2019.
4	Hold at least two joint activities with a troop or troops, and have graduating boys or girls register with a troop. "The Scouting Adventure" for second-year Webelos is described in the <i>Webelos Scout Handbook</i> . If the pack has no second-year Webelos Scouts, this requirement is met at the Bronze level.
Program Measures	
5	Total number of Cub Scouts advancing at least one rank (Bobcat, Lion, Tiger, Wolf, Bear, Webelos, Arrow of Light) during the calendar year (A), divided by the number of youth registered at the end of the year (B). Advancement = (A) / (B). The pack is encouraged to use Scoutbook to track each individual's advancements.
6	The pack has activities and field trips in the outdoors, which could include outdoor pack meetings, hikes, family campouts, parades, outdoor service projects, etc. All dens have the opportunity to participate.
7	Cub Scouts attend an in-council or out-of-council Cub Scout day camp, family camp, and/or Cub Scout resident camp in 2019. STEM programs either as a day camp or resident camp are also included. All levels are total number of different Cub Scouts attending (A) divided by total number of Cub Scouts registered in the pack as of June 30, 2019 (B). Total = (A) / (B).
8	The pack participates in at least two service projects during the year and enters them on the Service Hours website or through Scoutbook. The projects may be completed as joint projects with other organizations. At least one project must benefit the chartered organization.
9	Have at least eight pack meetings or activities within the past 12 months, with one of those meetings being to review the pack's program plans and asking for parental involvement in the pack. Den meetings start by October 31, 2019, and all dens meet at least twice each month within the past year. Pack earns the Summertime Pack Award.
Volunteer Leadership Measures	
10	The pack has a Cubmaster, an assistant, and a committee of at least three members. Ideally, the chartered organization representative should not be dual registered as one of the committee members. The pack identifies persons for next year's leadership for existing dens, including Cubmaster, Den Leaders, and Webelos Den Leaders prior to the start of the program year. All dens have a registered leader by October 31, 2019. Program plans are shared with parents at pack meetings.
11	All leaders have completed youth protection training. <i>Bronze</i> : Cubmaster, an assistant, or pack trainer has completed position-specific training. <i>Silver</i> : Bronze, plus the Cubmaster and den leaders have completed position-specific training or, if new, will complete within three months of joining. <i>Gold</i> : Silver, plus 2/3 of committee members (including chartered organization representative) have completed training.

Scoring the pack's performance: To determine the pack's performance level, you will use the above information to determine the points earned for each of the 11 criteria and then add those individual point scores to determine a composite score. Count only the highest point total achieved in any one criterion. Bronze level requires earning at least 525 points in at least 7 criteria, Silver level requires earning points in at least 8 criteria and 800 points, and Gold level requires earning points in at least 8 criteria, meeting at least bronze standards in outdoor activities, and earning at least 1,050 total points.

For more resources including workbooks and planning guides: www.Scouting.org/jte



JOURNEY TO EXCELLENCE

Troop _____ of _____ District
2019 Scouting's Journey to Excellence
"The BSA method for annual planning and continuous improvement"

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Planning and Budget					Total Points: 200		
#1	Planning and budget: Have a program plan and budget that is regularly reviewed by the committee, and it follows BSA policies related to fundraising.	Have an annual program plan and budget adopted by the troop committee.	Achieve Bronze, plus troop conducts a planning meeting involving youth leaders for the following program year.	Achieve Silver, plus troop committee meets at least six times during the year to review program plans and finances.	50	100	200
Membership					Total Points: 500		
#2	Building Scouting: Recruit new youth into the troop in order to grow membership.	Have a membership growth plan that includes a recruitment activity and register new members in the troop.	Achieve Bronze, and either increase youth members by 5% or have at least 25 members.	Achieve Silver, and either increase youth members by 10% or have at least 35 members.	50	100	200
#3	Retention: Retain a significant percentage of youth members.	Reregister 75% of eligible members.	Reregister 80% of eligible members.	Reregister 85% of eligible members.	50	100	200
#4	Webelos-to-Scout transition: Have an effective plan to recruit Webelos Scouts into the troop.	With a pack or Webelos den, hold two joint activities.	Achieve Bronze, plus recruit two Webelos Scouts.	Achieve Bronze, plus provide at least one den chief to a pack and recruit five Webelos Scouts.	25	50	100
Program					Total Points: 900		
#5	Advancement: Achieve a high percentage of Scouts earning rank advancements.	40% of Scouts advance one rank during the year.	50% of Scouts advance one rank during the year.	60% of Scouts advance one rank during the year.	50	100	200
#6	Short-term camping: Conduct short-term or weekend campouts throughout the year.	Conduct four short-term overnight campouts.	Conduct seven short-term overnight campouts.	Conduct nine short-term overnight campouts.	50	100	200
#7	Long-term camping: Participate in a long-term camp with a majority of the troop in attendance.	The troop participates in a long-term camp.	60% of Scouts attend a long-term camp.	70% of Scouts attend a long-term camp.	50	100	200
#8	Service projects: Participate in service projects, with at least one benefiting the chartered organization.	Participate in three service projects and enter the hours on the JTE website.	Participate in four service projects and enter the hours on the JTE website.	Participate in five service projects and enter the hours on the JTE website.	25	50	100
#9	Patrol method: Use the patrol method to develop youth leaders.	The troop has patrols, and each has a patrol leader. There is an SPL, if more than one patrol. The PLC meets at least four times a year.	Achieve Bronze, plus PLC meets at least six times. The troop conducts patrol leader training.	Achieve Silver, plus PLC meets at least ten times. At least one Scout has attended an advanced training course, such as NYLT or Order of the Arrow Conference.	50	100	200
Volunteer Leadership					Total Points: 400		
#10	Leadership and family engagement: The troop is proactive in recruiting sufficient leaders and communicates regularly with parents.	Have at least one registered assistant Scoutmaster.	Achieve Bronze, plus the troop holds two courts of honor, where troop plans are reviewed with parents.	Achieve Bronze, plus the troop holds three courts of honor, where troop plans are reviewed with parents.	50	100	200
#11	Trained leadership: Have trained and engaged leaders at all levels. All leaders are required to have youth protection training.	Scoutmaster or an assistant Scoutmaster has completed position-specific training.	Achieve Bronze, plus the Scoutmaster and 60% of assistants have completed position-specific training or, if new, will complete within three months of joining.	Achieve Silver, plus two-thirds of active committee members have completed position-specific training and at least one person has attended an advanced training course involving a total of at least 5 days.	50	100	200

☐ **Bronze:** Earn at least 525 points by earning points in at least 7 objectives.

☐ **Silver:** Earn at least 750 points by earning points in at least 8 objectives.

☐ **Gold:** Earn at least 1,000 points by earning points in at least 8 objective and at least Bronze in #6 or #7.

Total points earned: _____

No. of objectives with points: _____

☐ *Our troop has completed online rechartering by the deadline in order to maintain continuity of our program.*

☐ *We certify that these requirements have been completed:*

Scoutmaster _____ Date _____

Committee chair _____ Date _____

Commissioner _____ Date _____

This form should be submitted to the Scout service center or your unit commissioner, as directed by your council.

Scouting's Journey to Excellence

2019 Troop Planning, Performance, and Recognition

Journey to Excellence uses a balanced approach to measure performance. It guides program planning before the year begins, monitors activities for continuous improvement during the year, and recognizes performance at the end of the year. In planning your strategy, use actual numbers from the previous year to guide your performance improvement goal planning. The period for measuring performance will be the calendar year.

Planning and Budget Measures	
1	The troop has a program plan and budget that is reviewed at all troop committee meetings, and the troop follows BSA policies relating to fundraising and fiscal management as found on the Unit Money-Earning Application form and any other publication that the council has developed for fundraising and fiscal management. A meeting is held with youth leaders where they are involved in developing the plan for the next program year. The troop's program plan should be shared with the unit commissioner. Separate troops for males and females under the same chartered organization may have a shared unit committee.
Membership Measures	
2	The troop has a growth plan, and conducts a formal recruiting event. On December 31, 2019, the troop has an increase in the number of youth members as compared to the number registered on December 31, 2018. A membership growth plan template can be found at www.scouting.org/membership . The troop has an up-to-date pin on the "Be a Scout" website.
3	Number of youth members on the most recent charter renewal (A) divided by the number of youth registered at the end of the prior charter year (B) minus any age-outs (C). Total = (A) / (B-C). Age-outs are youth who are too old to reregister as Scouts. If the troop has a December charter, use the one expiring on December 31, 2018; otherwise use the one expiring during 2019.
4	Hold at least two activities with a pack or Webelos den, and recruit new Webelos Scouts into the troop. Den chiefs are provided to one or more Cub Scout dens.
Program Measures	
5	Total number of Scouts advancing at least one rank (Scout, Tenderfoot, Second Class, First Class, Star, Life, Eagle) during the calendar year (A), divided by the number of youth registered at the end of the year (B). Advancement = (A) / (B). The troop is encouraged to use Scoutbook to track each individual's advancements.
6	Conduct short-term (at least one overnight) campouts throughout the year.
7	Number of Scouts who attend any in-council or out-of-council long-term summer camp (of at least five nights), high-adventure experience, or jamboree, or serve on camp staff within the past year, divided by the Scout membership on June 30, 2019. Youth attending long-term specialty camps such as NYLT or STEM are also counted.
8	The troop participates in service projects during the year and enters them on the Service Hours website or through Scoutbook. The projects may be completed as joint projects with other organizations. At least one project must benefit the chartered organization.
9	The troop is separated into patrols and each patrol has an elected patrol leader. If the troop has more than one patrol, there is an elected senior patrol leader. If the troop has more than one patrol, the PLC meets at least four times each year. The troop holds patrol leader training each year, and youth have the opportunity to participate in advanced training.
Volunteer Leadership Measures	
10	The troop has a Scoutmaster, an assistant, and a committee of at least three members. Ideally, the chartered organization representative should not be dual registered as one of the committee members. The troop conducts courts of honor where youth are recognized and program plans are shared with parents.
11	All leaders have completed youth protection training. Scoutmaster and 60% of the assistants have completed position-specific training or, if new, will complete within three months of joining. Two-thirds of active committee members (including chartered organization representative) have completed position-specific training. For Gold, one leader must have attended an advanced training course involving a total of 5 days or more, such as Wood Badge, Summit or Philmont Training Center, at some point in their Scouting tenure.

Scoring the troop's performance: To determine the troop's performance level, you will use the above information to determine the points earned for each of the 11 criteria and then add those individual point scores to determine a composite score. Count only the highest point total achieved in any one criterion. Bronze level requires earning at least 525 points in at least 7 criteria, Silver level requires earning points in at least 8 criteria and 750 points, and Gold level requires earning points in at least 8 criteria, meeting at least bronze standards in either short-term or long-term camping, and earning at least 1,000 total points.

For more resources including workbooks and planning guides: www.Scouting.org/jte



JOURNEY TO EXCELLENCE

Crew _____ of _____ District
2019 Scouting's Journey to Excellence
"The BSA method for annual planning and continuous improvement"

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Planning and Budget					Total Points: 200		
#1	Planning and budget: Have a program plan and budget that is regularly reviewed by the committee, and it follows BSA policies relating to fundraising.	Have an annual program plan and budget adopted by the crew committee.	Achieve Bronze, plus crew conducts a planning meeting involving youth leaders for the following program year.	Achieve Silver, plus crew committee meets at least six times during the year to review program plans and finances.	50	100	200
Membership					Total Points: 500		
#2	Building Venturing: Recruit new youth into the crew in order to grow membership.	Have a membership growth plan that includes a recruitment activity and register new members in the crew.	Achieve Bronze, and either increase youth members by 5% or have at least 10 members.	Achieve Silver, and either increase youth members by 10% or have at least 15 members with an increase over last year.	100	200	300
#3	Retention: Retain a significant percentage of youth members.	Reregister 50% of eligible members.	Reregister 60% of eligible members.	Reregister 75% of eligible members.	50	100	200
Program					Total Points: 800		
#4	Adventure: Conduct regular activities including a Tier II or Tier III adventure.	Conduct at least four activities including a Tier II or Tier III adventure.	Conduct at least five activities and at least 50% of youth participate in a Tier II or Tier III adventure.	Conduct at least six activities and at least 50% of youth participate in a Tier II or Tier III adventure.	50	100	200
#5	Leadership: Develop youth who will provide leadership to crew meetings and activities.	Have a president, vice president, secretary, and treasurer leading the crew.	Achieve Bronze, plus officers meet at least six times. The crew conducts officer training.	Achieve Silver level, plus each crew activity has a youth leader.	50	100	200
#6	Personal growth: Provide opportunities for achievement and self-actualization.	Crew members earn the Venturing award.	Achieve Bronze, plus crew program includes at least three experiential training sessions.	Achieve Silver level, plus the crew has members earning the Discovery, Pathfinder or Summit awards.	50	100	200
#7	Service: Participate in service projects, with at least one benefiting the chartered organization.	Participate in two service projects and enter the hours on the JTE website.	Participate in three service projects and enter the hours on the JTE website.	Participate in four service projects and enter the hours on the JTE website.	50	100	200
Adult Volunteer Leadership					Total Points: 500		
#8	Leadership recruitment: Have a proactive approach in recruiting sufficient leaders and communicating with parents.	Have a registered associate advisor.	Achieve Bronze, plus the crew holds a meeting where plans are reviewed with parents.	Achieve Silver, plus adult leadership is identified prior to the start of the next program year.	50	100	200
#9	Trained leadership: Have trained and engaged leaders at all levels. All leaders are required to have youth protection training.	Advisor or an associate Advisor has completed position-specific training.	Achieve Bronze, plus the advisor and all associates have completed position-specific training or, if new, will complete within three months of joining.	Achieve Silver, plus at least two committee members have completed crew committee training.	100	200	300

- ☐ **Bronze:** Earn at least 550 points by earning points in at least 6 objectives.
- ☐ **Silver:** Earn at least 800 points by earning points in at least 7 objectives.
- ☐ **Gold:** Earn at least 1,100 points by earning points in at least 7 objectives.

Total points earned: _____

No. of objectives with points: _____

- ☐ *Our crew has completed online rechartering by the deadline in order to maintain continuity of our program.*
- ☐ *We certify that these requirements have been completed:*

Advisor _____ Date _____

Crew President _____ Date _____

Commissioner _____ Date _____

This form should be submitted to the Scout service center or your unit commissioner, as directed by your council.

Scouting's Journey to Excellence

2019 Crew Planning, Performance, and Recognition

Journey to Excellence uses a balanced approach to measure performance. It guides program planning before the year begins, monitors activities for continuous improvement during the year, and recognizes performance at the end of the year. In planning your strategy, use actual numbers from the previous year to guide your performance improvement goal planning. The period for measuring performance will be the calendar year.

Planning and Budget Measures	
1	The crew has a program plan and budget that is reviewed at all crew committee meetings, and the crew follows BSA policies relating to fundraising and fiscal management as found on the Unit Money-Earning Application form and any other publication that the council has developed for fundraising and fiscal management. A meeting is held with youth leaders where they are involved in developing the plan for the next program year. The crew's program plan should be shared with the unit commissioner.
Membership Measures	
2	The crew has a growth plan, and conducts a formal recruiting event. On December 31, 2019, the crew has an increase in the number of youth members as compared to the number registered on December 31, 2018. A membership growth plan template can be found at www.scouting.org/membership .
3	Number of youth members on the most recent charter renewal (A) divided by the number of youth registered at the end of the prior charter year (B) minus any age-outs (C). Total = (A) / (B-C). Age-outs are youth who are too old to reregister as Venturers. If the crew has a December charter, use the one expiring on December 31, 2018; otherwise use the one expiring during 2019.
Program Measures	
4	The crew conducts regular activities outside of meetings. At least one is a Tier II activity (may be less than four days, but requires planning and skill development) or a Tier III activity (at least 4 days and is mentally and physically challenging.)
5	The crew has youth leaders serving as president, vice president, secretary, and treasurer who are leading the activities of the crew. Crew officers hold regular meetings and receive training. Each crew activity has a youth leader.
6	Crew members complete the Venturing award shortly after joining. Experiential training at meetings allows crew members to learn from hands-on experiences. The crew encourages achievement through the advanced Venturing awards.
7	The crew participates in service projects during the year and enters them on the Service Hours website or through Scoutbook. The projects may be completed as joint projects with other organizations. At least one project must benefit the chartered organization.
Volunteer Leadership Measures	
8	The crew has an Advisor, an associate, and a committee of at least three members. Ideally, the chartered organization representative should not be dual registered as one of the committee members. The crew holds a meeting where program plans are shared with parents. Volunteer leaders are selected prior to the next program year.
9	All volunteer leaders have current youth protection training. Advisor and associates have completed position-specific training or, if new, will complete within three months of joining. Two committee members have completed Crew Committee Training.

Scoring the crew's performance: To determine the crew's performance level, you will use the above information to determine the points earned for each of the 9 criteria and then add those individual point scores to determine a composite score. Count only the highest point total achieved in any one criterion. Bronze level requires earning at least 550 points in at least 6 criteria, Silver level requires earning points in at least 7 criteria and 800 points, and Gold level requires earning points in at least 7 criteria and 1,100 points.

For more resources including workbooks and planning guides: www.Scouting.org/jte



JOURNEY TO EXCELLENCE

2019 Exploring's Journey to Excellence

"Exploring's method for annual planning and continuous improvement"

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Committee and Planning					Total Points:		
					300		
#1	Committee and planning: Have an active post or club committee.	Post or club committee adopts an annual plan and meets at least twice a year.	The post or club committee meets at least four times a year.	The post or club committee meets at least six times a year.	100	200	300
Participants and Growth					Total Points:		
					500		
#2	Open house: Conduct an open house or recruitment event.	Conduct an open house or recruitment event.	Conduct an open house or recruitment event in November.	Conduct an open house or recruitment event in September or October.	100	200	300
#3	Growth: Recruit and retain youth in the post or club in order to grow membership.	Maintain or grow number of youth participating in post or club programs as compared to the prior year.	Achieve Bronze, plus at least half of the youth remain involved throughout the year.	Achieve Bronze, plus at least two-thirds of the youth remain involved throughout the year.	50	100	200
Program					Total Points:		
					700		
#4	Post or club program: Include interactive activities in the post or club program/meetings.	40% of meetings include interactive activities.	70% of meetings include interactive activities.	85% of meetings include interactive activities.	50	100	200
#5	Youth leadership: Have trained youth leadership.	Have active youth officers.	Achieve Bronze, plus post or club Officers' Seminar is conducted for all youth officers.	Achieve Silver, plus at least 3 Explorers complete the requirements as outlined in the Officers' Seminar.	50	100	200
#6	Super activity: The post or club plans and/or participates in a super activity.	Explorers participate in an activity, either nationally, regionally, or locally.	The post or club will plan and conduct it's own super activity.	Achieve Silver with at least 50% Explorers in attendance.	50	100	150
#7	Service projects: The post or club participates in one or more community service projects.	Explorers performed one or more community service projects averaging three hours per registered Explorer.	Explorers performed one or more community service projects averaging four hours per registered Explorer.	Explorers performed one or more community service projects averaging six hours per registered Explorer.	50	100	150
Volunteer Leadership					Total Points:		
					500		
#8A	Post adult leadership: Have registered and engaged adult leaders.	Have five registered adult leaders including: Advisor, associate Advisor, committee chair, and two committee members.	Have six registered adult leaders including: Advisor, associate Advisor, committee chair, and two committee members.	Have eight or more registered adult leaders including: Advisor, associate Advisor, committee chair, and two committee members.	100	200	300
#8B	Club adult leadership: Have registered and engaged adult leaders.	Have three registered adult leaders including: Sponsor, a co-sponsor, and a committee member.	Have four registered adult leaders including: Sponsor, co-sponsor, and two committee members.	Have five registered adult leaders including: Sponsor, co-sponsor, and three committee members.	100	200	300
#9	Trained adults: Have trained adult leaders. All adult volunteers have current youth protection training.	Advisor, an associate advisor, sponsor, or a co-sponsor has completed position-specific training.	Achieve Bronze, plus 50% of registered adults have completed Adult Explorer Leader Training.	Achieve Silver, plus 75% of registered adults have completed Adult Explorer Leader Training.	50	100	200

- ☐ **Bronze:** Earn at least 600 points by earning points in at least 6 objectives.
- ☐ **Silver:** Earn at least 900 points by earning points in at least 7 objectives.
- ☐ **Gold:** Earn at least 1,200 points by earning points in at least 7 objectives.

Total points earned: _____

No. of objectives with points: _____

- ☐ *Post/Club leaders have met with the executive officer of the participating organization.*
- ☐ *Our post/club has submitted our renewal forms with the necessary signatures and fees prior to the deadline.*
- ☐ *We certify that these requirements have been completed:*

Advisor/Sponsor _____ Date _____

President _____ Date _____

LFL Representative _____ Date _____

This form should be submitted to the local Learning for Life office.



Exploring's Journey to Excellence

2019 Post/Club Planning, Performance, and Recognition

Journey to Excellence uses a balanced approach to measure performance. The objectives were developed following extensive research into proven indicators of enduring post and club programs. It guides program planning before the year begins, monitors activities for continuous improvement during the year, and recognizes performance at the end of the year. In planning your strategy, use actual numbers from the previous renewal year to chart your progress. Use the criteria in planning your strategy for the coming year to guide your performance improvement. The youth officers should take the lead in making this assessment. The period for measuring performance will be the calendar year.

Committee and Planning Measures	
1	The post or club has a committee that meets throughout the year to support the program.
Participants and Growth Measures	
2	The post or club annually conducts an open house or similar recruiting event.
3	The post or club has an active recruiting program and maintains youth involvement in an annual program.
Program Measures	
4	Post or club meetings consist of interactive activities to engage Explorers beyond listening to lectures, reading handouts, or watching slide shows. This is a proven indicator of post success.
5	The post or club provides youth leadership opportunities and training. Explorers are encouraged to complete the requirements of an officers' seminar.
6	A super activity is a major trip, activity, or project requiring advanced planning and promotion by Explorers. Qualify for Bronze by participating in an activity planned by another group.
7	The post or club participates in one or more community service projects during the year. The projects may be completed as joint projects with other organizations. Criteria is based on average hours per Explorer, not total hours for each Explorer.
Volunteer Leadership Measures	
8	Having a sufficient number of adults is a proven indicator of success and longevity. Posts use the measures outlined in Criterion 8A on the reverse side, while clubs use those described in 8B.
9	All adult volunteers have current youth protection training. Registered leaders have completed Adult Explorer Leader Training.

Scoring the post's or club's performance: To determine the performance level, the council will use the above information to measure the points earned for each of the 9 individual criteria and then add those individual point scores to determine a composite score. Bronze level requires earning 600 points in at least 6 criteria, Silver level requires earning 900 points in at least 7 criteria, and Gold level requires earning 1,200 points in at least 7 criteria.



Scouting's Journey to Excellence
2019 District Planning, Performance, and Recognition

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Finance		Category Total Needed for Overall Gold: 175			Total Points:		500
#1	Fundraising performance: Achieve district finance goals as defined by the council.	Meet or exceed goal established for Bronze	Meet or exceed goal established for Silver	Meet or exceed goal established for Gold	100	200	300
#2	Fundraising manpower: Achieve district goals related to volunteers involved in fundraising as defined by the council.	Meet or exceed goal established for Bronze	Meet or exceed goal established for Silver	Meet or exceed goal established for Gold	75	100	200
Membership		Category Total Needed for Overall Gold: 300			Total Points:		800
#3	Community impact: Increase market share, including male and female members (Cub Scouts, Scouts BSA, Venturers, Sea Scouts, Explorers, pilot programs) and Learning for Life participants.	3.5% density or 1% growth in density (i.e. 3.00% to 3.03%)	5% density, or 3.5% and 1% growth in density	8% density, or 5% and 1% growth in density	75	100	200
#4	Membership/youth growth: Increase number of registered youth (Cub Scouts, Scouts BSA, Venturers, Sea Scouts, Explorers, and pilot program members).	Achieve growth in overall membership	Achieve 1% growth in overall membership	Achieve 3% growth in overall membership	75	100	200
#5	New member recruiting: Increase number of new youth recruited (Cub Scouts, Scouts BSA, Venturers, Sea Scouts, Explorers, and pilot program members).	New Cub Scouts joining represent at least 3% of TAY or increase in recruiting new Cub Scouts by 1%	Achieve bronze, plus have an increase in new Scouts BSA <u>or</u> an increase in new young adults (Venturers/Sea Scouts/Explorers)	Achieve bronze, plus have an increase in new <i>Scouts</i> BSA <u>and</u> an increase in new young adults (Venturers/Sea Scouts/Explorers)	75	100	200
#6	Youth retention: Improve retention rate of Cub Scouts, Scouts BSA, Venturers, and Sea Scouts.	67% retention or 2 percentage points increase (i.e. 58%-60%)	75% retention, or 67% and 2 percentage points increase	80% retention, or 75% and 2 percentage points increase	75	100	200
Program		Category Total Needed for Overall Gold: 175			Total Points:		600
#7	Cub Scout advancement: Increase the percentage of Cub Scouts earning rank advancements.	48% or 2 percentage points increase (i.e. 35%-37%)	60%, or 48% and 2 percentage points increase	72%, or 60% and 2 percentage points increase	75	100	200
#8	Scouts BSA advancement: Increase the percentage of Scouts BSA earning rank advancements.	44% or 2 percentage points increase (i.e. 30%-32%)	50%, or 44% and 2 percentage points increase	55%, or 50% and 2 percentage points increase	25	50	100
#9	Cub Scout camping: Increase the percentage of Cub Scouts attending day camp, family camp, and/or resident camp.	40% or 2 percentage points increase (i.e. 28%-30%)	60%, or 40% and 2 percentage points increase	90%, or 60% and 2 percentage points increase	25	50	100
#10	Scouts BSA camping: Increase the percentage of Scouts BSA attending long-term camp and high-adventure program.	57% or 2 percentage points increase (i.e. 38%-40%)	67%, or 57% and 2 percentage points increase	80%, or 67% and 2 percentage points increase	25	50	100
#11	Community service: Increase the amount of community service provided by Scouts, Explorers, leaders, and other participants.	Average 4 hours per youth member or .2 hour growth (i.e. 2.8 to 3.0)	Average 5 hours per youth member, or 4 hours and .2 hour growth	Average 8 hours per youth member, or 5 hours and .2 hour growth	25	50	100
Unit Service		Category Total Needed for Overall Gold: 200			Total Points:		600
#12	Unit growth/retention: Organize more new units while retaining existing packs, troops, crews, ships, clubs, and posts.	Increase the number of new units organized or retain at least 90% of existing units	Increase the number of new units organized and have at least one female troop for every 10 non-LDS male troops (or portion thereof)	Increase the number of new units organized by at least 10% and have at least one female troop for every 10 non-LDS male troops (or portion thereof)	100	200	300
#13	Unit contacts: Support implementation of the Unit Service Plan through detailed assessments and an increased number of significant unit contacts to packs, troops, crews, ships, clubs, and posts.	10% of units have 6 total assessments, including one detailed assessment recorded in Commissioner Tools	25% of units have 6 total assessments, including one detailed assessment recorded in Commissioner Tools	45% of units have 6 total assessments, including one detailed assessment recorded in Commissioner Tools	25	50	100
#14	Unit performance: Improve the performance ratings of units using Journey to Excellence metrics.	Have 50% of the units in the district achieve the Bronze award or above	Have 60% of the units in the district achieve the Bronze award or above	Have 75% of the units in the district achieve the Bronze award or above	75	100	200
Leadership & Governance		Category Total Needed for Overall Gold: 175			Total Points:		500
#15	District committee: Increase the effectiveness of the district committee.	Have a registered district chairman, vice chairman, commissioner, and 11 other members - 14 total	Have a registered district chairman, 2 vice chairmen, commissioner, and 17 other members - 21 total	Have a registered district chairman, 3 vice chairmen, commissioner, and 27 other members - 32 total	75	100	200
#16	Unit leadership: Increase the number of direct contact leaders who are trained.	40% or 2 percentage points increase (i.e. 32%-34%)	50%, or 40% and 2 percentage points increase	70%, or 50% and 2 percentage points increase	100	200	300

Scoring: Gold- Total of 1,650 total points plus minimums in every category, Silver- Total of 1,350 points, Bronze- Total of 1,000 points

Scouting's Journey to Excellence

2019 District Planning, Performance, and Recognition

Journey to Excellence in 2019 will proceed along the path of continuous improvement. It is based on many of the best practices used in the corporate performance measurement field today. It guides program planning before the year begins, monitors activities for continuous improvement during the year, and recognizes performance at the end of the year. In planning your strategy, use actual numbers from the previous years to guide your performance improvement goal-planning. The district may qualify by meeting either determined or performance improvement standards.

Finance Measures	
1	The council will approve goals for the district, defining bronze, silver, and gold determined standards. The district may be evaluated based upon achieving an overall fundraising goal or achievement of the individual elements, as defined by the council. There is no improvement performance standard for this criterion, as it is being measured against goals.
2	The council will approve goals pertaining to the recruitment and involvement of volunteers for the district fundraising campaigns, defining bronze, silver, and gold determined standards.
Membership Measures	
3	Total Cub Scouts, Scouts BSA, Venturers, Sea Scouts, Explorers, pilot program members, and Learning for Life participants on 12/31/19, divided by target age youth (TAY). TAY includes boys and girls ages 5-16 (grades K-11.)
4	Difference between 12/31/19 total of Cub Scouts, Scouts BSA, Venturers, Sea Scouts, STEM Scouts, and Explorers and 12/31/18 total of same membership, expressed as a percent.
5	<i>Bronze:</i> Number of new Cub Scouts registered during 2019 divided by Target Age Youth of Cub Scout age OR increase in number of new Cub Scouts registered in 2019 as compared to 2018. <i>Silver/Gold:</i> Increase in number of new Scouts BSA registered in 2019 as compared to 2018. Increase in number of new Venturers, Sea Scouts, and Explorers registered in 2019 as compared to 2018. New members in approved membership pilots will be included in the appropriate age groups.
6	Percent of Cub Scouts, Scouts BSA, Venturers, and Sea Scouts remaining registered after one year (12/31/18 to 12/31/19), including all transfers. Youth who turn 18 within the year are not included in the calculations.
Program Measures	
7	Total number of Cub Scouts advancing at least one rank (Bobcat - Arrow of Light) during 2019, divided by total Cub Scouts on 12/31/19.
8	Total number of Scouts BSA advancing at least one rank (Scout - Eagle) during 2019, divided by total Scouts BSA on 12/31/19.
9	Council Cub Scouts attending any in-council/out-of-council day camp (including STEM), twilight camp, resident camp, or family camp during the period of 9/1/18 through 8/31/19, divided by Cub Scout membership on 6/30/19.
10	Council Scouts BSA attending any in-council/out-of-council long-term summer camp, high-adventure experience, jamboree, specialty camp (such as STEM), or serving on camp staff during the period of 9/1/18 through 8/31/19, divided by Scouts BSA membership on 6/30/19.
11	Total service hours by Scouts, leaders, and other participants recorded on Service Hours website or through Scoutbook on 12/31/19, divided by registered youth (Cub Scouts, Scouts BSA, Venturers, Sea Scouts, and Explorers) on 12/31/19.
Unit Service Measures	
12	New Units are measured by taking the number of new ones (packs, troops, crews, ships, clubs, labs or posts) organized during 2019 and subtracting the number of new units organized during 2018. Retention is the percent of units (packs, troops, crews, ships, clubs, labs, and posts) remaining registered after one year. The percent of troops serving females is determined as a fraction of the non-LDS troops serving males.
13	Number of unique units receiving six or more assessments, as recorded in Commissioner Tools during 2019, divided by total number of packs, troops, crews, ships, clubs, and posts on 12/31/19. Every unit is required to have a detailed health assessment annually, and it must be recorded in Commissioner Tools in order to be counted. STEM labs are not included in these calculations.
14	Total number of packs, troops, crews, ships, clubs, and posts rated as bronze, silver, or gold on 12/31/19, divided by the total number of packs, troops, teams, crews, ships, clubs, and posts. STEM labs are not included in these calculations.
Leadership & Governance Measures	
15	<i>Bronze:</i> Minimum of 14 district committee members with paid or multiple registration on 12/31/19, including a District Chairman (61), at least one District Vice Chairman (62), and a District Commissioner (81). Other members may be registered as Neighborhood Chairmen (64) or District Members-at-large (75). <i>Silver:</i> Minimum of 21 district committee members on 12/31/19, including a District Chairman (61), at least two District Vice Chairmen (62), and a District Commissioner (81). <i>Gold:</i> Minimum of 32 district committee members on 12/31/19, including a District Chairman (61), at least three District Vice Chairmen (62), and a District Commissioner (81).
16	Number of Cubmasters (CM), Tiger Cub den leaders (TL), Den leaders (DL), Webelos den leaders (WL), Scoutmasters (SM), Crew advisors (NL), and Skippers (SK), paid or multiple registration, completing essential training requirements for their position by 12/31/19, divided by total number in the positions listed above on 12/31/19. Club, lab, and post advisors are not included in the calculations.

Scoring the district's performance: To determine the district's performance level, the council will use the above information to measure the points earned for each of the 16 individual criteria and then add those individual point scores to determine a composite score. Bronze level requires earning 1,000 points, Silver level requires earning 1,350 points and Gold level requires earning 1,650 points (and stated minimum point totals in each of the five categories). A district having a membership loss of 5% or more will not qualify for Gold.



JOURNEY TO EXCELLENCE

Scouting's Journey to Excellence
2019 Council Planning, Performance, and Recognition

Item	Objective	Bronze Level	Silver Level	Gold Level	Bronze Points	Silver Points	Gold Points
Finance		Category Total Needed for Overall Gold: 200			Total Possible: 600		
#1	Fiscal management: Maintain positive unrestricted net assets in the Operating Fund to support annual operating expenses.	Positive unrestricted operating net assets or increase 2% (surplus plus or minus transfers) over expenses	.08 ratio, or positive and increase 2% (surplus plus or minus transfers) over expenses	.25 ratio, or .08 and increase 2% (surplus plus or minus transfers) over expenses	100	200	300
#2	Fundraising: Increase council-generated net contributions in the Operating Fund over prior years.	Greater than or equal to prior three year average	3% growth over prior three year average	10% growth over prior three year average	75	100	200
#3	Endowment: Add new permanently restricted gifts to the Endowment Fund, while increasing its ability to support operations.	New endowment gifts of at least 0.5% of expenses or \$10,000, whichever is less	New endowment gifts of at least 1% of expenses or earn "Major Gifts Award" in 2019	New endowment gifts of at least 5% of expenses; or achieve Silver, plus endowment net assets equal three times operating expenses	25	50	100
Membership		Category Total Needed for Overall Gold: 300			Total Possible: 800		
#4	Community impact: Increase market share, including male and female members (Cub Scouts, Scouts BSA, Venturers, Sea Scouts, Explorers, pilot programs) and Learning for Life participants.	3.5% density or 1% growth in density (i.e. 3.00% to 3.03%)	5% density, or 3.5% and 1% growth in density	8% density, or 5% and 1% growth in density	75	100	200
#5	Membership/youth growth: Increase number of registered youth (Cub Scouts, Scouts BSA, Venturers, Sea Scouts, Explorers, and pilot program members).	Achieve growth in overall membership	Achieve 1% growth in overall membership	Achieve 3% growth in overall membership	75	100	200
#6	New member recruiting: Increase number of new youth recruited (Cub Scouts, Scouts BSA, Venturers, Sea Scouts, Explorers, and pilot program members).	New Cub Scouts joining represent at least 3% of TAY or increase in recruiting new Cub Scouts by 1%	Achieve bronze, plus have an increase in new Scouts BSA <u>or</u> an increase in new young adults (Venturers/Sea Scouts/Explorers)	Achieve bronze, plus have an increase in new <i>Scouts BSA</i> <u>and</u> an increase in new young adults (Venturers/Sea Scouts/Explorers)	75	100	200
#7	Youth retention: Improve retention rate of Cub Scouts, Scouts BSA, Venturers, and Sea Scouts.	67% retention or 2 percentage points increase (i.e. 58%-60%)	75% retention, or 67% and 2 percentage points increase	80% retention, or 75% and 2 percentage points increase	75	100	200
Program		Category Total Needed for Overall Gold: 125			Total Possible: 500		
#8	Cub Scout advancement: Increase the percentage of Cub Scouts earning rank advancements.	48% or 2 percentage points increase (i.e. 35%-37%)	60%, or 48% and 2 percentage points increase	72%, or 60% and 2 percentage points increase	25	50	100
#9	Scouts BSA advancement: Increase the percentage of Scouts BSA earning rank advancements.	44% or 2 percentage points increase (i.e. 35%-37%)	50%, or 44% and 2 percentage points increase	55%, or 50% and 2 percentage points increase	25	50	100
#10	Cub Scout camping: Increase the percentage of Cub Scouts attending day camp, family camp, and/or resident camp.	40% or 2 percentage points increase (i.e. 28%-30%)	60%, or 40% and 2 percentage points increase	90%, or 60% and 2 percentage points increase	25	50	100
#11	Scouts BSA camping: Increase the percentage of Scouts BSA attending long-term camp and high-adventure program.	57% or 2 percentage points increase (i.e. 38%-40%)	67%, or 57% and 2 percentage points increase	80%, or 67% and 2 percentage points increase	25	50	100
#12	Community service: Increase the amount of community service provided by Scouts, Explorers, leaders, and other participants.	Average 4 hours per youth member or .2 hour growth (i.e. 2.8 to 3.0)	Average 5 hours per youth member, or 4 hours and .2 hour growth	Average 8 hours per youth member, or 5 hours and .2 hour growth	25	50	100
Unit Service		Category Total Needed for Overall Gold: 200			Total Possible: 600		
#13	Youth-serving executives: Maintain or improve ratio of youth-serving executives to target age youth.	1 YSE per 38,000 TAY or increase of 1 YSE over prior year mode	1 YSE per 24,000 TAY	1 YSE per 14,000 TAY	75	100	200
#14	Unit growth/retention: Organize more new units while retaining existing packs, troops, crews, ships, clubs, and posts.	Increase the number of new units organized or retain at least 90% of existing units	Increase the number of new units organized and have at least one female troop for every 10 non-LDS male troops (or portion thereof)	Increase the number of new units organized by at least 10% and have at least one female troop for every 10 non-LDS male troops (or portion thereof)	100	200	300
#15	Unit contacts: Support implementation of the Unit Service Plan through detailed assessments and an increased number of unit contacts to packs, troops, crews, ships, clubs, and posts.	10% of units have 6 total assessments, including one detailed assessment recorded in Commissioner Tools	25% of units have 6 total assessments, including one detailed assessment recorded in Commissioner Tools	45% of units have 6 total assessments, including one detailed assessment recorded in Commissioner Tools	25	50	100
Leadership and Governance		Category Total Needed for Overall Gold: 150			Total Possible: 500		
#16	Council leadership: Have an active strategic plan with an engaged executive board.	Council has a current strategic plan that drives its annual priorities and budget. Board selects five JTE criteria to target for improvement in support of its strategic goals	Achieve bronze requirements, plus show improvement in three of the five targeted JTE criteria	Achieve bronze requirements, plus show improvement in four of the five targeted JTE criteria	100	200	300
#17	District leadership: Increase the number of volunteers serving on district committees.	Average of 14 per district or increase average by two persons per district	Average of 21, or average of 14 and increase average by two persons per district	Have a district chairman and commissioner registered for each district and an average of 21 persons per district	25	50	100
#18	Unit leadership: Increase the number of direct contact leaders who are trained.	40% or 2 percentage points increase (i.e. 32%-34%)	50%, or 40% and 2 percentage points increase	70%, or 50% and 2 percentage points increase	25	50	100

Scoring: Gold- Total of 1,650 total points plus minimums in every category, Silver- Total of 1,350 points, Bronze- Total of 1,000 points

Scouting's Journey to Excellence

2019 Council Planning, Performance, and Recognition

Journey to Excellence in 2019 will proceed along the path of continuous improvement. It is based on many of the best practices used in the corporate performance measurement field today. It guides program planning before the year begins, monitors activities for continuous improvement during the year, and recognizes performance at the end of the year. In planning your strategy, use actual numbers from the previous years to guide your performance improvement goal-planning. The council may qualify by meeting either determined or performance improvement standards.

Finance Measures	
1	Unrestricted (without donor restrictions) net assets (Operating Fund) as of 12/31/19, divided by total expenses (Operating Fund) as of 12/31/19, and measured on 1/31/20. Performance improvement standard is measured by taking the operating surplus, adding transfers into the operating fund, while subtracting transfers out, and dividing the net result by total operating expenses. The council must complete a December transmittal for JTE by 1/31/20 in order for the finance results to be counted.
2	Total of current and reclassified contributions in the Operating Fund, including FOS, project sales, net special events, foundations and trusts, and other direct support accounts (except legacies and bequests) as of 12/31/19 (A), and measured on 1/31/20, minus the average of same contributions accounts for the years of 2016-2018 (B), divided by the same prior three years' average (B). (A-B)/B
3	Endowment gifts are the total of current permanently restricted (perpetual donor restrictions) contributions recorded in the Endowment Fund for the 2019 calendar year, divided by total expenses (Operating Fund) as of 12/31/19, and measured on 1/31/20. Endowment net assets include total of unrestricted, temporarily restricted, and permanently restricted as of 12/31/19, and measured on 1/31/20. The Major Gifts Award must be earned in 2019, with application submitted by 1/15/20.
Membership Measures	
4	Total Cub Scouts, Scouts BSA, Venturers, Sea Scouts, Explorers, pilot program members, and Learning for Life participants on 12/31/19, divided by target age youth (TAY). TAY includes boys and girls ages 5-16 (grades K-11.)
5	Difference between 12/31/19 total of Cub Scouts, Scouts BSA, Venturers, Sea Scouts, STEM Scouts, and Explorers and 12/31/18 total of same membership, expressed as a percent.
6	<i>Bronze:</i> Number of new Cub Scouts registered during 2019 divided by Target Age Youth of Cub Scout age OR increase in number of new Cub Scouts registered in 2019 as compared to 2018. <i>Silver/Gold:</i> Increase in number of new Scouts BSA registered in 2019 as compared to 2018. Increase in number of new Venturers, Sea Scouts, and Explorers registered in 2019 as compared to 2018. New members in approved membership pilots will be included in the appropriate age groups.
7	Percent of Cub Scouts, Scouts BSA, Venturers, and Sea Scouts remaining registered after one year (12/31/18 to 12/31/19), including all transfers. Youth who turn 18 within the year are not included in the calculations.
Program Measures	
8	Total number of Cub Scouts advancing at least one rank (Bobcat - Arrow of Light) during 2019, divided by total Cub Scouts on 12/31/19.
9	Total number of Scouts BSA advancing at least one rank (Scout - Eagle) during 2019, divided by total Scouts BSA on 12/31/19.
10	Council Cub Scouts attending any in-council/out-of-council day camp (including STEM), twilight camp, resident camp, or family camp during the period of 9/1/18 through 8/31/19, divided by Cub Scout membership on 6/30/19.
11	Council Scouts BSA attending any in-council/out-of-council long-term summer camp, high-adventure experience, jamboree, specialty camp (such as STEM), or serving on camp staff during the period of 9/1/18 through 8/31/19, divided by Scouts BSA membership on 6/30/19.
12	Total service hours by Scouts, leaders, and other participants recorded on Service Hours website or through Scoutbook on 12/31/19, divided by registered youth (Cub Scouts, Scouts BSA, Venturers, Sea Scouts, and Explorers) on 12/31/19.
Unit Service Measures	
13	Target age youth population divided by the typical count (monthly modal average) of youth-serving executives (including LFL and Exploring unit-serving executives) employed during 2019. Part-time executives and others in positions primarily serving units are included.
14	New Units are measured by taking the number of new ones (packs, troops, crews, ships, clubs, labs or posts) organized during 2019 and subtracting the number of new units organized during 2018. Retention is the percent of units (packs, troops, crews, ships, clubs, labs, and posts) remaining registered after one year. The percent of troops serving females is determined as a fraction of the non-LDS troops serving males.
15	Number of unique units receiving six or more assessments, as recorded in Commissioner Tools during 2019, divided by total number of packs, troops, crews, ships, clubs, and posts on 12/31/19. Every unit is required to have a detailed health assessment annually, and it must be recorded in Commissioner Tools in order to be counted. STEM labs are not included in these calculations.
Leadership & Governance Measures	
16	<i>Bronze:</i> Council has sent to the Strategic Performance Department its current strategic plan that expires on or after 12/31/19. The executive board uses its council strategic plan to drive its annual priorities and budget, selecting 5 JTE criteria to improve—in support of its strategic plan. The selection of 5 JTE criteria is accepted by the area and submitted to the Strategic Performance Department by 1/31/19 . <i>Silver:</i> Bronze, plus achieve growth (improved percentage, not necessary to have more points) in three of the five targeted criteria. <i>Gold:</i> Bronze, plus achieve growth in four of the five targeted criteria.
17	District chairmen and district commissioners must be registered in these positions for their respective districts. Total of district committee members counted, includes District chairmen (61), District vice chairmen (62), Neighborhood chairmen (64), District members-at-large (75), and District commissioners (81) on 12/31/19, divided by the number of districts containing traditional units on 12/31/19. A person will be counted only once, even if registered in more than one position.
18	Number of Cubmasters (CM), Tiger Cub den leaders (TL), Den leaders (DL), Webelos den leaders (WL), Scoutmasters (SM), Crew advisors (NL), and Skippers (SK), paid or multiple registration, completing essential training requirements for their position by 12/31/19, divided by total number in the positions listed above on 12/31/19. Club, lab, and post advisors are not included in the calculations.

Scoring the council's performance: To determine the council's performance level, the National Council will use the above information to measure the points earned for each of the 18 individual criteria and then add those individual point scores to determine a composite score. Bronze level requires earning 1,000 points, Silver level requires earning 1,350 points and Gold level requires earning 1,650 points (and stated minimum point totals in each of the five categories). A council having a membership loss of 5% or more will not qualify for Gold.



Grand Teton Council

COUNCIL POLICY AND PROCEDURE

Council Commercialism

Policy Statement

The BSA is continually approached by outside purveyors of goods and services seeking an association with the BSA to enhance the public or consumer's perception of their goods or services. Therefore the National Council, Boy Scouts of America and the Grand Teton Council to protect the BSA name, uniforms, symbols and slogans from any venture that may conflict, have adapted commercialism, sales and promotional policies. It is also the desire to protect the volunteers of Scouting from receiving preferential influence or endorsement of commercial products or companies.

The Grand Teton Council subscribes to the National Council, Boy Scouts of America Commercialism Guidelines and specifically adopts the following policy for working with purveyors of goods and services:

1. No handout, announcement or presentation of a commercial product or service is to be given at any Roundtable, District meeting or training session. The Council may allow multiple presentations in a fair type approach at selected events with executive committee approval.
2. The Council currently has only two Council authorized product sales. Individual units may sell other products following the Ten Guidelines to Unit Money Earning Projects. Scouts are approved to wear uniforms for Council Popcorn and Scout Expo/Candy Bar or Candy Bar only sales.
3. No commercial or unauthorized use is to be made of membership lists (either youth or adult) or those affiliated with the organization or of financial supporters.
4. Commercial vendors may purchase advertisements in the Council newsletter or some other printed Council literature.
5. The advertisement or endorsement of a product for sale based on a proposed gift (return) to be made to the Council, district or unit is not permitted.

Example: The local pizza dealer desires to use the good name of Scouting in his advertising by saying, "For every pizza purchased at X pizza parlor, the Scout Unit will receive 25 cents."
6. A district or a unit may not enter into a business relationship or contract that uses any logo, insignia, terms in common usage, or descriptive marks relating to Scouting.

Grand Teton Council

COUNCIL POLICY AND PROCEDURE

Advancement Policy on Group Merit Badge Instruction

The Grand Teton Council endorses the Advancement Guidelines of the Boy Scouts of America, which states:

"To the fullest extent possible, the merit badge counseling relationship is a counselor-Scout arrangement in which the boy is not only judged on his performance of the requirements, but receives maximum benefit from the knowledge, skill, character and personal interest of his counselor. Group instruction and orientation are encouraged where special facilities and expert personnel make this most practical. The group experience should be followed by attention to each individual candidate's projects and his ability to fulfill all requirements."

Scouts must be tested individually and meet all the requirements."

- Group Merit Badge Instruction Programs such as Merit Badge Pow Wows, clinics, scrambles or the like must not allow requirements to be passed off as a group. Individual testing of the Scout and time spent by the counselor with each boy is required.
- Group Merit Badge Instruction Programs must not be conducted as a Fund Raising event. A minimal fee may be collected to cover expenses such as facility rental, merit badge pamphlets or for supplies and

materials needed for a specific merit badge requirement.

- All merit badge counselors must be registered with the Boy Scouts of America as a Merit Badge Counselor and agree to pass only those Scouts who they have met with and tested individually.
- In all merit badge counseling, a Scout must have a buddy with him at each meeting with a merit badge counselor. A Scout's buddy can be another Scout, a parent or guardian, a brother or sister or a relative or friend.
- Merit Badge Counselor cannot require less than or more than the requirements stated for the merit badge. Group instruction is never a reason for allowing a change in the merit badge requirements.
- All Group Merit Badge Instruction Programs must agree to meet the standards in the Grand Teton Council policy and the Boy Scouts of America whether on a unit, zone, district or council level. Any group or organization outside of Scouting must have written council approval to conduct any kind of Group Merit Badge Instruction Program. A budget of expenses must be submitted as a part of that approval process.

APPROVED MARCH 1997

Grand Teton Council

COUNCIL POLICY AND PROCEDURE

Funding and Fund Handling

District and Council Level

BASIC STANDARD

In the Grand Teton Council, each training event, activity or camping event should be self-supporting. Council operating funds are not budgeted for these events. Council clerical and office support as well as professional Scouter support for an event do come from council funds. In essence, each event or activity with expenses must charge a fee or raise funds and materials to cover all costs for any event.

ACCOUNTABILITY OF FUNDS

Each volunteer, whether chairman or staff member of an event is responsible for the proper use of funds and fund handling. Final accountability and responsibility is with your District Executive or Staff Advisor. Therefore the District Executive or Professional Staff Advisor must approve all transactions for the event. He must also receive and receipt all funds in a time effective manner, acting as an agent for the council and being bonded for that task.

BUDGET REQUIRED

Working with the District Executive or assigned Staff Advisor, a budget of projected income and expenses MUST be prepared. The Council Field Director, Assistant Scout Executive or Scout Executive must approve the budget. No expenses should be incurred, no orders made, no purchase orders issued or no work order for printed materials can be made until a budget is made and approved. Standard budget work forms are available and a statement of the last year's actual budget report can be requested. Budgets should be built and approved at least 60 days before an event.

ACCOUNTING REQUIREMENTS

All funds of the council must be processed through the Council's General Operating Ledger using Generally Accepted Accounting Procedures and in accordance with the Federal Accounting and Standards Board methods for Not for Profit Organizations. NO district can hold funds or do transactions outside the accounting book of the council. Districts can have accounts within the council ledger.

HANDLING OF MONEY

- All funds must be receipted on temporary field receipts or permanent receipts in the office. No one should collect funds without issuing a receipt.
- All money must be promptly deposited in the proper council account.
- No bills or reimbursements can be directly taken from money in hand.
- All bills are paid from the council, after bills, receipts and check requests have been properly submitted and approved.

PURCHASE OF SUPPLIES

Other than BSA Materials

- Purchase Orders – Through your District Executive or Staff Advisor you can get a purchase order for supplies at selected stores where the council has an account. Material will then be billed to your event.
- Purchase Reimbursements – After obtaining prior approval from your District Executive or Staff Advisor, you can purchase materials, submit a receipt(s) and be reimbursed by the council by check (issued weekly).

COUNCIL SERVICE CENTER STORE PURCHASES

- The purchase or order of items that will be given out to participants or used up as part of an event must be written up on a Purchase Request Form that is approved by the District Executive or Staff Advisor.
- Items needed on consignment (that is to take out and be sold to participants) must be written up on a Consignment Form and approved. Consignment Form will show sale price. Money from consignment sales should not be mixed with fees for events. The person responsible turns in leftover supplies, in good condition, and money for all items sold. The consignment must be checked in with a Store Clerk within 30 days or less after the event was held.

FISCAL RESPONSIBILITY

For your own protection and the good name of Scouting, all funds must be deposited with the council and all bills paid through the council.

Activity Budget

District: _____ Activity: _____ Cost Center: _____

Account Number	Last Year Actual	Proposed Budget	Final Report
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INCOME:

Fees:	#	\$ fee			
6801 Youth:	_____	_____	_____	_____	_____
6801 Adults:	_____	_____	_____	_____	_____
6801 Staff:	_____	_____	_____	_____	_____
6810 Trading Post Taxable Sales:			_____	_____	_____
6812 Trading Post Cost of Sale:			_____	_____	_____
Other Income:			_____	_____	_____
A. TOTAL INCOME			_____	_____	_____

EXPENSES:

8101 Medical Supplies - CPR			_____	_____	_____
8103 Program Supplies			_____	_____	_____
8104 Food & Commissary			_____	_____	_____
8105 Sanitation - Porta Potties			_____	_____	_____
8106 Office Supplies			_____	_____	_____
8131 Other Supplies			_____	_____	_____
8301 Postage			_____	_____	_____
8601 Printing - In House			_____	_____	_____
8609 Printing - Outside			_____	_____	_____
8702 Gas & Oil-Vehicles			_____	_____	_____
8832 Conference - Regional			_____	_____	_____
8833 Conference - Local			_____	_____	_____
9152 Recognition Volunteer			_____	_____	_____
9153 Recognition Youth			_____	_____	_____
9322 Activity Insurance			_____	_____	_____
Other (list):			_____	_____	_____
Contingency 10%			_____	_____	_____
B: TOTAL EXPENSES			_____	_____	_____

Net of Activity (A minus B)

Surplus

(Deficit)

_____	_____	_____
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Activity Chairman Approval: _____ Date: _____

Staff Advisor Approval: _____ Date: _____

Council Approval: _____ Date: _____

Note:

All council and district activity budgets are due September 1 for the following year. Final reports for all activities must be submitted no later than one week after the event date.

All income and expenses MUST be handled through the council service center.

Grand Teton Council
COUNCIL POLICY AND PROCEDURE

Reporting of Child Abuse Policy Statement

It is the law in the State of Idaho that anyone having reason to believe that a child has been abused, abandoned, or neglected or who observes the child being subjected to conditions or circumstances which could reasonably result in such treatment, must report such circumstances to authorities immediately. The same requirements exist in the states of Wyoming and Montana.

When such a condition or circumstance involves programs of the Boy Scouts of America, within the Grand Teton Council, the report should be made immediately with the first Scouting official available on the list below (in order). **If conditions are of imminent danger, immediately notify the appropriate law officials and then notify the first Scouting official available on the list below (in order).**

1. Clarke Farrer, Council Scout Executive
(B) 208-522-5155 (C) 208-569-5845
2. Steve Godwin, Asst. Scout Executive
(B) 208-522-5155 (C) 208-270-1919
3. Kenneth Bernt, Council President
(C) 208-251-6190 (B) 208-233-6190
4. DeLynn Simmons, Council Commissioner
(H) 208-745-8140 (C) 208-201-3020
5. Bonny Jennings, Vice President Administration
(H) 208-745-8692 (C) 208-589-3149
6. Kipp Manwaring, Legal Counsel
(B) 208-782-2300 (H) 208-522-4749

If none of the above is available, notify:

FIRST: Child Protective Service

Idaho: 208-528-5900 or 855-552-5437 (statewide)

Wyoming: 307-777-5536 – Daytime, M-F;

Or 307-733-2331 – Teton County Sheriff
(after hours and holidays)

Montana Child Abuse Hotline: 866-820-5437

SECOND: If no one is available at these phone numbers, immediately notify the appropriate law enforcement officials and then notify the first Scouting official available on the list above in order.

IDAHO CODE

16-1619. REPORTING OF ABUSE AND ABANDONMENT OR NEGLECT.--(a) Any physician, resident on a hospital staff, intern, nurse, coroner, school teacher, day care personnel, social worker, or other person having reason to believe that a child under the age of eighteen (18) years has been abused, abandoned or neglected or who observes the child being subjected to conditions or circumstances which would reasonably result in abuse, abandonment or neglect shall report or cause to be reported within twenty-four (24) hours such conditions or circumstances to the proper law enforcement agency or the department. The department shall be informed by law enforcement of any report made directly to it. When the attendance of a physician, resident, intern, nurse, day care worker, or social worker is pursuant to the performance of services as a member of the staff of a hospital or similar institution or his designated delegate who shall make the necessary reports.

(b) Failure to report as required in this section shall be a misdemeanor.

16-1620. IMMUNITY.-- Any person who has reason to believe that a child has been abused, abandoned or neglected and, acting upon that belief, makes a report of abuse, abandonment or neglect as required in section 16-1619, Idaho Code, shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed. Any such participant shall have the same immunity with respect to participation in any such judicial proceeding resulting from such report. This section shall not protect any person who reports in bad faith or with malice. Any privilege between husband and wife, or between any professional person except the lawyer-client privilege, including but not limited to physicians, ministers, counselors, hospitals, clinics, day care centers and schools and their clients shall not be grounds for excluding evidence at any proceeding regarding the abuse, abandonment or neglect of the child or the cause thereof.

Grand Teton Council

COUNCIL POLICY AND PROCEDURE

Updated April 2018

Insurance Information for Volunteers

Listed below are brief outlines of insurance coverage provided by or through the local council:

Comprehensive General Liability Insurance

This coverage provides primary general liability coverage for registered volunteer Scouters with respect to claims arising out of an official Scouting activity, which is defined in the insurance policy as consistent with the values, Charter and Bylaws, Rules and Regulations, the operations manuals, and applicable literature of the Boy Scouts of America. This coverage responds to allegations of negligent actions by third parties that result in personal injury or property damage claims that are made, and provides protection for Scouting units and chartered organizations.

The BSA general liability insurance program provides volunteers additional excess coverage for automobiles above a volunteer's watercraft liability policy. The owner's vehicle or watercraft liability insurance is primary. The excess insurance, whether it is the local council auto or BSA general liability, is available only while the vehicle or watercraft is in the actual use of a Scouting unit and being used for a Scouting purpose.

The insurance provided to unregistered Scouting volunteers through the general liability insurance program is excess over any other insurance the volunteer might have to his or her benefit, usually a homeowners, personal liability, vehicle, or watercraft policy.

The general liability policy does not provide indemnification or defense coverage to those individuals who commit intentional and/or criminal acts. The Boy Scouts of America does not have an insurance policy that provides defense for situations involving allegations of intentional and/or criminal acts.

Automobile Liability Insurance

All vehicles whether owned or non-owned MUST be covered by a liability insurance policy. The amount of this coverage must meet or exceed the insurance requirement of the state in which the vehicle is licensed. (It is recommended, however, that coverage limits are at least \$100,000 combined single limit.) Any vehicle carrying 10 or more passengers should have limits of \$1,000,000 single limit. All vehicles used in travel outside the United States must carry a liability insurance policy that complies with or exceeds the requirements of that country.

Effective September 1, 2015, the use of 15-passenger vans manufactured before 2005 was no longer allowed in connection with Scouting programs and activities. Any 2005 or later 15-passenger vans may be used if equipped with Electronic Stability Control and seat belts for all passengers as well as the driver. This applies to all vehicles, regardless of ownership.

Unit Accident Insurance Plan

Traditional Community Units

When purchased by a unit, accident and sickness insurance coverage for Scouts and Scouters furnishes medical reimbursement in case of death, accident, or sickness within the policy amounts. All registered youth and seasonal staff are eligible, as well as registered leaders and volunteer leaders. The coverage provided has maximum limits it pays, and a maximum benefit period, usually 52 weeks from the date of the incident. *This policy is excess to any and all other available sources of medical insurance or other health care benefits.* The plans do not “take care of everything.” Claims should be filed with the accident and sickness carrier as soon as possible along with any other source of medical insurance or other health care benefits. Accident and sickness plans and insurance companies have specific procedures for processing claims. Volunteers need to check with their local council to verify which plan/policy their council provides or is available.

LDS Church Activity Medical Assistance (CAMA)

Church Activity Medical Assistance (CAMA) is a gratuitous, charitable assistance program administered by Deseret Mutual Benefit Administrators (DMBA) on behalf of The Church of Jesus Christ of Latter-day Saints (the Church). CAMA is funded by the Church and is intended to further the Church’s general mission to help those in need.

If an individual is injured while participating in a Church activity in the United States (not including U.S. territories or commonwealths) or Canada, local bishops (includes branch, district, and stake presidents) can request assistance for certain medical or funeral expenses. DMBA coordinates the assistance within the guidelines of the CAMA program.

No one is guaranteed or legally entitled to CAMA. CAMA is not health insurance, no-fault insurance, liability insurance, or a workers’ compensation fund. It does not provide liability protection or insurance for the Church, Church-owned property, or Church members. CAMA is a limited, discretionary and gratuitous assistance program that helps individuals injured while participating in a Church activity.

The CAMA handbook can be found at

<https://www.dmba.com/churchactivity/pdf/CAHandbook.pdf>

PLEASE REPORT ALL SERIOUS INCIDENTS, ACCIDENTS AND/OR SICKNESS, OR IF A SUMMONS IS SERVED ON A VOLUNTEER, TO THE COUNCIL SERVICE CENTER IMMEDIATELY.

Call phone number 208-522-5155 and speak to Mr. Steve Godwin if you have a question related to insurance.



Good Turn for America

Since the BSA's inception in 1910, members have learned to live the principles of the Scout Oath and Law through community services and "helping other people at all times." With that history in mind, the BSA has developed a service initiative - Good Turn for America.

What began with a singular act of service on a foggy London night quickly evolved into daily Good Turns and then into more encompassing national initiatives. These have included selling war bonds, collecting rubber and scrap metal, growing victory gardens during World War II, and more recently, Scouting for Food.

We now have the opportunity to raise our levels of community service and increase awareness of the Scouting program within our neighborhoods. Nationally, the Boy Scouts of America has partnered with The Salvation Army, Habitat for Humanity, the American Red Cross, the American Cancer Society, America's Second Harvest, and the Department of Homeland Security to increase our efforts in meeting the challenges of the 21st century.

Good Turn for America will build on our members' and participants' current service efforts and will also include important partnerships with other community service organizations. These partnerships will provide many additional avenues for all of our members and participants to provide community service in their neighborhoods.

Report your Service projects by entering the number of service hours, and the number of youth and adults participation on the national website:

<https://servicehours.scouting.org/UI/Security/Login.aspx>

Project Ideas

- Collaborative food drives and collect food donations for food pantries
- Serve meals at Assist agencies that provide meals to the needy by helping them prepare and serve the meals.
- Conduct or expand Scouting for Food programs
- Deliver home-cooked meals to families staying at Ronald McDonald House
- Dog food drive
- Help deliver meals and food to the homebound and elderly in conjunction with organizations such as Meals on Wheels
- Make and donate gift boxes to be distributed by Feed the Children
- Participate in social center - set up and clean up
- Adopt a town after disaster
- Adopt-a-Highway cleanup
- Assist in alternative trick-or-treat events
- Assist in packaging of medical supplies for developing countries
- Assist in training search and rescue dogs, acting as victims
- Assist with Special Olympics - ribbons/medals, water, etc.
- Blood drive
- Build picnic tables
- Cemetery cleanup and inventory
- Clean up campgrounds
- Clean up high school student parking lot
- Collect and repair wheelchairs for needy
- Conduct a child fingerprinting event
- Conservation and recycling projects
- Construct a low-water bridge for trail by lake
- Construct a soccer field - lines, goals, benches
- Construct horseshoe pit in park
- Construct information kiosk for hiking trail
- Construct owl boxes
- Construct retaining wall to prevent erosion
- Construct signs to greet visitors at local park
- Construct stretchers for community emergency response team
- Construct walking path for children walking to school
- Distribute organ donor cards to the public
- Distribute healthy-living and drug-abuse-awareness literature
- Help children make safety kits - take home and use while bicycling
- Paint storm drains
- Serve as "victims" for county EMT training course/First Responders
- Snow and ice removal for elderly, widows, etc.
- Tree-planting and revegetation projects
- Yard work for senior citizen in neighborhood
- Collect books and school supplies for children living in shelters
- Construct school kits for children in Ethiopia
- Construction of art easels for orphanage
- Provide care packages to school-age children in Iraq

Do Your Good Turn for America With a Great Press Release

By Michael Ramsey, associate director
Marketing & Communications Division

You organize a great communitywide service event. Youth, volunteers, chartered organizations, and community service organizations are coming together to make a difference.



So how do you make sure it's not the best-kept secret in town?

The answer is the **press release**.

A simple, one-page document can help you engage the media in your community. Here are some tips for getting the most out of your press release efforts.

- Target your audience. Make a list of the media outlets that best reach the parents of Scouting-age youth in your community.
- Develop a media contact list. Put together a list of reporters and editors who cover similar events. The way to find the best contact person is to read the newspaper, or pay attention to radio and television broadcasts. Make a note of the reporters who cover Scouting, youth, family, or community-related events. If necessary, contact the media outlet and ask for the name of the reporters who cover that "beat." Be sure to gather the following information:
 - o Name of assignment editor(s)
 - o Name of reporter(s)
 - o Phone number
 - o Fax number
 - o E-mail address
- Develop a news release for the event. Remember that reporters are busy people; therefore a one-page press release about your event is the ideal length.
- Before submitting a news release, consider if the item you're submitting is of interest to people outside of Scouting. Does it involve a local celebrity or distinguished person? What impact will it have on the future of the community? Does the event have a tie-in with a national or local event, initiative, or seasonal occurrence? If it's not news, don't waste your time or the reporters'.
 - o Grab their attention. Choose a catchy, easy-to-read headline for your news release. Include all

the pertinent details. Be sure your release includes the who, what, where, when, why, and how.

- o Proofread your release. It is important that at least two pair of eyes look it over to ensure it's accurate and free of grammatical errors.
- o Tell them who to call. Include the name and phone number of the contact person in your unit, district, or council.
- Timing is everything. If you are timing your press release with an event, the release should be distributed to local media outlets at least a week prior. Releases should be sent to weekly publications at least two weeks prior to the event. If you are unsure how much time your local newspaper or radio or television station will need, call and ask.
- A picture is worth a thousand words. Photos are an excellent way to tell a story. Choose fun action shots that best depict Scouting in your community.
- Always say thank you. Be sure to send a brief note to the reporters and editors telling them how much you enjoyed working with them.

Five Ideas to Build Media Coverage

1. Establish relationships with the media in your community. Get to know them and let them get to know you. Arrange a meeting to share the great things Scouting is accomplishing.
2. Launch a Good Turn for America service initiative with a service organization in your community. Pledge Scouting to deliver a certain number of hours to the community over the year.
3. Prepare and deliver a report card on Scouting in your community to your local newspaper. Ask them to print it.
4. Plan for coverage by developing a public relations calendar that ties to Scouting events or activities that can be shared with the media.
5. Develop a district roundtable training session on how to write a press release. Encourage volunteer leaders to promote their newsworthy items.

Media Contact List-Grand Teton Council

Don't keep Scouting a secret. Let people know what your District is planning and how things turned out. Here is a list of the different media outlets in our council. Contact them to find out what their submission guidelines are for your event.

Newspapers The Morning News

P.O. Box 70
Blackfoot, ID 83221
Ph: 208.785.1100
Fax: 208.785.4239
www.am-news.com
mnews@am-news.com

Aberdeen Times

P.O. Box 856
Aberdeen, ID 83210
Ph: 208.397.4440
Fax: 208.397.4440
www.press-times.com
times1@dcdi.net

Power County Press

P.O. Box 547
American Falls, ID 83211
Ph: 208.226.5294
Fax: 208.226.5295
www.press-times.com
press1@press-times.com

Challis Messenger

P.O. Box 405
Challis, ID 83226
Ph: 208.879.4445
Fax: 208.879.5276
www.challismessenger.com
info@challismessenger.com

Recorder Herald

P.O. Box 310
Salmon, ID 83467
Ph: 208.756-2221
Fax: 208.756.2222

Teton Valley News

75 North Main
Driggs, ID 83467
Ph: 208.231.8747
www.tetonvalleynews.net
editor@tetonvalleynews.net

Jackson Hole News

P.O. Box 7445
Jackson, WY 83002
Ph: 307.733.2047
Fax: 307.733.2138
www.jacksonholenews.com
editor@jhnewsandguide.com

Star Valley Independent

P.O. Box 129
Afton, WY 83110
Ph: 307.885.5727
Fax: 307.885.5742
www.starvalleyindependent.com
svisarah@silverstar.com

Idaho Enterprise

P.O. Box 205
Malad City, ID 83252
Ph: 208.766.4773
Fax: 208.766.4774
newsdesk1@atcnet.ne

Arco Advertiser

146 S. Front
Arco, ID 83213
Ph: 208.527.3038

Caribou County Sun

P.O. Box 815
Soda Springs, ID 83276
Ph: 208.547.3260
Ccsun10@aol.com

Island Park News

PO Box 410
Island Park, ID 83429
Ph: 208.558.0267
www.islandparknews.com
ipnews@mac.com

Jefferson Star

P.O. Box 37
Rigby, ID 83442
Ph: 208.745.8701
info@jeffersonstarnews.com

Rexburg Standard Journal

P.O. Box 10
Rexburg, ID 83440
Ph: 208.356.5441
Fax: 208.356.8312
www.rexburgstandardjournal.com
jcooley@uvsj.com

Shelley Pioneer

(has closed its doors)

The Post Register

333 Northgate Mile
P.O. Box 1800
Idaho Falls, ID 83401
Ph: 208.522.1800
529-3142 FAX
www.postregister.com
news@postregister.com

Television

News Channel 3 & 8 (KIDK/KIFI)

1915 N Yellowstone Hwy
Idaho Falls, ID 83401
Ph: 208.525.8888
Fax: 208.529.2443
www.localnews8.com
newsdesk@localnews8.com

News Channel 6 (KPVI)

902 E. Sherman
Pocatello, ID 83201
News Ph: 208.235.3152
News Fax: 208.234.3650
www.kpvi.com
newsroom@kpvi.com

Radio

Many radio stations are owned by groups. Check out your favorite radio stations website. Many of them have submission forms to submit community events and stories.

Our local radio broadcasting groups are:
Gapwest Broadcasting, Pacific Empire Radio, Riverbend Communications, Sandhill Media Group.

GRAND TETON COUNCIL – DISTRICT JOB DESCRIPTIONS

District Chairman

- Give Leadership to entire District Operations and conduct all District Committee Meetings.
- See that District positions are always staffed, and that the necessary manpower is identified, researched, recruited, trained and inspired.
- Participate in District Key 4, (the District Chairman, District Commissioner, District Program Vice Chairman and District Executive)
- Work directly with the District Commissioner who oversees Unit Service in our District
- Work directly with the District Membership Chairman to see that the district membership objectives are achieved
- Work directly with the District Program Vice Chairman to see that Cub Scouting, Boy Scouting, Venturing, training, roundtables, activities, advancement and camping all work well.
- Work directly with the District Finance Chairman to see that the district finance goals are achieved.
- Represent the district by serving as a member of the Council Executive Board
- Work closely with the District Executive in achieving all the district objectives.
- Give leadership to foster the District achieving Quality District Status - to ensure that youth receive a quality Scouting experience.
- Attend Council meetings. Council meetings include the: Quarterly Program Meetings and Blue Badge Training.

District Commissioner

- Give leadership in the District to Unit Service
- See that every unit has a Unit Commissioner and strive to have regular contact with each unit.
- Participate in District Key 4, (the District Chairman, District Commissioner, District Program Vice Chairman and District Executive)
- Recruit and train enough commissioners so no commissioner has more than 3 units to work with giving special attention to seeing that newly-organized units have a good, strong commissioner working with them.
- Conduct a monthly District Commissioner meeting to get feedback on the status of all scout units in the district. And work with the commissioners to use the resources of the district to help and strengthen the units.
- Oversee the annual rechartering process for all units in the district
- Promote proper wearing of the uniform, Boys' Life subscriptions, and training of all kinds for adult and youth leaders.
- Work to see that the district achieves the Quality District Award.
- Give special attention to see that units in district qualify for the Quality Unit Award.
- Mobilize other district volunteers, trainers, and commissioners into unit situations to help special needs.
- Attend Council meetings. Council meetings include the: Quarterly Program Meetings and Blue Badge Training.

District Program Vice Chairman

- Give leadership to all programs for the entire District.
- Work directly with: District Cub Scout Chairman, District Boy Scout Chairman, District Venturing Chairman, District Training Chairman, District Advancement Chairman, District Camp Promotion Chairman, and District Web Master.
- See that each of these chairman positions are filled and that they have enough committee members to do a quality job in their areas.
- Train and support each of these chairmen as they strive to deliver program related services to the units of the district.
- Coordinate district program activities that cut across all or some programs.
- Take very seriously the need for 100% trained leaders to work with our youth.
- As part of the District Key 4, work to see that the district achieves the Quality District Award.
- Attend Council meetings. Council meetings include the: Quarterly Program Meetings and Blue Badge Training.

District Executive

- Give leadership to entire District Operations by working and training adult volunteers.
- See that District positions are always staffed, and that the necessary manpower is identified, researched, recruited, trained and inspired.
- Participate in District Key 4, (the District Chairman, District Commissioner, District Program Vice Chairman and District Executive)
- Work directly with the District Commissioner, who oversees Unit Service in our District
- Work directly with the District Membership Chairman to see that the district membership objectives are achieved
- Work directly with the District Program Vice Chairman to see that Cub Scouting, Boy Scouting, and Venturing, training, roundtables, activities, advancement and camping all work well.

GRAND TETON COUNCIL – DISTRICT JOB DESCRIPTIONS

- Work directly with the District Finance Chairman to see that the district finance goals are achieved.
- Work closely with the District Chairman, District Commissioner, and District Program Vice Chairman in achieving all the district objectives.
- Give leadership to foster the District achieving Quality District Status - to ensure that youth receive a quality Scouting experience.
- Attend Council meetings. Council meetings include the: Quarterly Program Meetings and Blue Badge Training.

District Cub Chairman

- Recruit, train, and inspire the District Cub Scout committee and fill the following positions as needed: training chairman, activities chairman, roundtable commissioner, advancement chairman, membership/recruitment chairman, public relations/promotion chairman and day camp chairman.
- Working with these Committee members see that Fast Start Training is given to each new Cub Scout leader
- See that each Cub Scout leaders has the opportunity to receive Basic Leader-Specific Training for their Cub Scout position and Youth Protection Training.
- See that a Quality Roundtable Staff puts on the “Best Show in Town” at the monthly Cub Scout Roundtable.
- Work a strong plan to get Cub Scout leaders out to Roundtable.
- See that a few quality District Cub Scout activities are held annually.
- Actively promote, Cub Scout Pow Wow, Webelos Leader Training, Akela’s Adventure, Wood Badge Training, Den Chief Training, and Cub Scout Day Camp programs.
- Support and help every Cub Scout Pack to have Quality Unit Program.
- Attend Council meetings. Council meetings include the: Quarterly Program Meetings and Blue Badge Training.
- Attends monthly District Committee meetings
- Conducts regular Cub Scout committee meetings as part of the district committee, to plan, coordinate and expedite district programs.
- Develops an annual district Cub Scout calendar.
- Works closely with the District Chairman and District Executive to insure success of Cub Scout program.
- Keeps well informed on the status of the packs in his/her district.
- Sets a proper example by wearing the Scout uniform correctly.
- Is a registered Scout leader.
- Supports local and national Scouting policy, procedures, and practices.
- Has completed Cub Scout New leader training.

District Cub Scout Roundtable Commissioner

- Report to the District Commissioner.
- Develop Roundtable plans.
- Lead a monthly roundtable planning session.
- Use national aids: Cub Scout Roundtable Planning Guide, Roundtable Planning Sheets, Scouting magazine, Program Helps, Boys Life, etc.
- Determine what contributions can be made by resource people, and arrange for their participation.
- Recruit Roundtable staff, as needed, to handle program elements, projects, physical arrangements, hosting, and participation.
- Involve unit adults in training and Roundtables.
- Working well in advance, assign specific Roundtable program projects.
- Follow through with those who have accepted assignments.
- Secure help from Commissioner staff.
- Report on Roundtable plans regularly at each district commissioner staff meeting.
- Promote Roundtable attendance.
- Obtain the District Commissioner’s help in bringing new leaders to Roundtables.
- Follow up on units not participating.
- Evaluate and seek suggestions from unit leaders.
- Responsible to the District Cub Scout Chairman.
- Responsible for the presentation of regular, quality Cub Scout roundtables.
- Trains a roundtable staff qualified to put on quality roundtables for the Cub Scout unit personnel. This staff includes: committee department chairman, den leader department chairman, den chief department chairman, Webelos department chairman, and cubmaster department chairman.
- Meets monthly with staff to plan monthly roundtable program.
- Makes all arrangements for roundtables, including meeting place, equipment and supplies.
- Conducts regular roundtable evaluation to determine how the roundtable can be improved.
- Attends quarterly Council Roundtable Coordinating meeting, including biannual Roundtable Leadership Training meeting, with complete staff.
- Attends Council Program meeting as member of District Cub Scout Committee.

GRAND TETON COUNCIL – DISTRICT JOB DESCRIPTIONS

- Sets a proper example by wearing the Scout uniform correctly.
- Is a registered Scout leader.
- Supports local and national Scouting policy, procedures, and practices.
- Has completed Cub Scout New Leader training.

District Cub Advancement Chairman

- Responsible to the district Cub Scout Chairman.
- Is responsible for tracking advancement in the packs in the district.
- Promotes Summertime Pack Award, Quality Unit Awards, National Den Awards, and Leader Training Awards.
- Attends District Committee meetings monthly.
- Promotes and interprets the advancement program at roundtables and training events.
- Encourages Cub Scout participation in religious awards program.
- Tracks advancements in district units and reports to district Cub Scout Chairman.
- Tracks leader tenure in district units and reports to district Cub Scout Chairman.
- Promotes special leader recognitions at District Recognition dinner.
- Sets a proper example by wearing the Scout uniform correctly.
- Is a registered Scout leader.
- Supports local and national Scouting policy, procedures, and practices.
- Has completed Cub Scout New leader training.

District Cub Day Camp Chairman

- Serves as a member of the District Cub Scout Committee.
- Gives support to the committee as needed.
- Works with Council Camping Committee and Council Cub Scout Committee to keep district informed of Cub Scout camping opportunities, including day camp, Webelos Days at Scout camp, Trail to the Arrow, and Family Camp.
- Tracks individual packs involvement in day camp to insure all boys have an opportunity to participate in these programs.
- Will coordinate District Day camp if District Cub Scout Committee decides distance prohibits the district's participation in Council sponsored camping opportunities.
- Supervises publicity for all day camps to all district units.
- Is a resource to the District Cub Scout Committee on all issues involving the Day Camp program.
- Attends Council Program meeting with the district committee.
- Sets a proper example by wearing the Scout uniform correctly.
- Is a registered Scout leader.
- Supports local and national Scouting policy, procedures, and practices.
- Has completed Cub Scout New Leader training.

District Cub Public Relation/Promotion Chairman

- Is responsible to the District Cub Scout Chairman.
- Insures all units are informed of upcoming events such as all derbies, Day Camps, trainings, Expos, sales activities, etc.
- Informs Council Promotion Chairman of district events.
- Insures district events are submitted for publication in Teton Trails.
- Promotes district events in local media.
- Meets regularly with District Cub Scout Committee.
- Sets a proper example by wearing the Scout uniform correctly.
- Is a registered Scout leader
- Supports local and national Scouting policy, procedures, and practices.
- Has completed Cub Scout New Leader training.

District Cub Public Membership Chairman

- Is responsible to the District Cub Scout Chairman.
- Meets regularly with the District Cub Scout Committee.
- Is responsible for promoting Fall Back to School nights and Spring Roundups in the district.
- Works closely with the Council Membership Committee to help meet council goals and to make sure the district receives all available membership materials.
- Recruits school chairmen for individual elementary schools within the district.
- Encourages participation by the individual packs in the fall and spring recruitment activities.
- Tracks total available youth within the district to identify potential new Cub Scouts.
- Sets a proper example by wearing the Scout uniform correctly.

GRAND TETON COUNCIL – DISTRICT JOB DESCRIPTIONS

- Is a registered Scout leader.
- Supports local and national Scouting policy, procedures, and practices.
- Has completed Cub Scout New Leader training.

District Cub Scout Training Chair

- Report to the District Cub Scout chairman.
- Responsible for the presentation of regular training programs.
- Works with the District Training Chairman to coordinate trainings with all four program areas.
- Selects, recruits, supervises, trains, and motivates a staff to help with all training programs put on by the district. This should include: Fast Start, "This is Scouting", Cub Scout Specific Training, and Den Chief Conference.
- Develops training dates in cooperation with the District Trainer to give to the District Cub Scout Chairman and to the Council Cub Scout Committee.
- Works closely with the District Cub Scout Chairman to keep them informed of training progress and in fulfilling the needs of the district with 100% trained leaders being the goal.
- Sees that all leaders in the district have completed Youth Protection training yearly.
- Preferably Wood Badge trained - Be able to recommend Wood Badge to other Cub Scout Trainers or leaders.
- Keep training records, make sure that enough Cub Scout Training* opportunities are offered in the District. Coordinate training offered with neighboring Districts, or the Council, if needed. *Cub Scout Training includes: Cub Scout Fast Start, New Leader Essentials, Position Specific training, Webelos Outdoor Training, Cub Scout Pow Wow, Akela's Adventure.
- Attend Council meetings. Council meetings include the: Quarterly Program Meetings, Trainer Development Conference, Cub Scout Pow Wow, and Blue Badge Training.
- Attend monthly District committee meetings.
- Set training goals for the District.
- Conducts evaluations after each training, always looking for ways to improve or better meet the needs of the district.
- Meets with Staff to plan each training.
- Insures that all units are informed of upcoming training events.
- Turns in Training Reports to the Council Office for each training given.
- Sets a proper example by wearing the Scout uniform correctly.
- Is a registered Scout leader.
- Supports local and national Scouting policy, procedures, and practices.
- Has completed Cub Scout New Leader training.

District Cub Scout Activities Chairman

- Responsible to the District Cub Scout Committee Chairman for planning and promoting programs that will provide a quality Cub Scout experience for boys of the district, and year-round activities for Cub Scout packs.
- Recruits, trains and gives guidance to committee members as necessary to carry out the district's activity objectives.
- Develops and promotes pack and den summertime activities.
- Encourages participation in the Cub Scout Visit to the Governor program.
- Promotes "where-to-go/what-to-do" booklet for district.
- Plans a well-balanced schedule of district events, and recruit teams to carry them out.
- Decide how Cub Scouting can become involved in selected needs and interests of communities in the district. Help Scouting units take part in community service projects.
- Promote Council Cub Scout events.
- Develops, promotes and makes available the Cub Scout outdoor program with emphasis to include Cub Scout Day Camp promotion, Webelos days, and Webelos father and son overnights.
- Develops and promotes team sports and physical fitness programs with a focus on the activity pin program.
- Plans, promotes and makes available district Cub Scout activities, such as pinewood derbies, space derbies, cubannapolis, etc.
- Promotes anniversary month celebrations, blue and gold banquets, Scout Sunday activities, etc.
- Encourages the ideals of service through unit's participation in community projects and civic service activities.
- Encourages use of local and national tour permits.
- Meets monthly with District Cub Scout Committee.
- Attends Council Program meeting with the district committee.
- Sets a proper example by wearing the Scout uniform correctly.
- Is a registered Scout leader.
- Supports local and national Scouting policy, procedures, and practices.
- Has completed Cub Scout New Leader

GRAND TETON COUNCIL – DISTRICT JOB DESCRIPTIONS

District Boy Scout Chairman

- Recruit, train and guide the District Boy Scout Committee.
- Working with these Committee members see that we have Fast Start training being delivered to every new Boy Scout leader.
- Strive to get 100 % trained Boy Scout Leaders by getting them to complete Basic Leader Training that our committee provides.
- Work with our Roundtable Staff to ensure a quality Boy Scout Leader Roundtable every month.
- Conduct at least one annual district Camporee type activity.
- Promote the University of Scouting Training, Boy Scout Summer Camp, Cedar Badge Training, Wood Badge Training and National and World Jamborees.
- See that a strong Order of the Arrow Chapter functions in our District.
- Attend Council meetings. Council meetings include the: Quarterly Program Meetings, and Blue Badge Training.

District Boy Scout Roundtable Commissioner

- Report to the District Commissioner.
- Conduct monthly Roundtable meetings.
- Develop regular Roundtable plans.
- Lead a monthly Roundtable planning session.
- Use national aids: Boy Scout Roundtable Planning Guide, Roundtable Planning Sheets, Scouting magazine, Program Helps, Boy's Life, etc.
- Determine what contributions can be made by resource people, and arrange for their participation.
- Recruit Roundtable staff, as needed, to handle program elements, projects, physical arrangements, hosting, and participation.
- Involve unit adults in training and Roundtables.
- Train Roundtable staff.
- Working well in advance, assign specific Roundtable program projects.
- Follow through with those who have accepted assignments.
- Secure help from Commissioner staff.
- Report on Roundtable plans regularly at each district commissioner staff meeting.
- Promote Roundtable attendance.
- Obtain the District commissioner's help in bringing new leaders to roundtables.
- Follow up on units not participating.
- Evaluate Roundtables.
- Seek suggestions from unit leaders.

District Boy Scout Training Chairman

- Report to the District Boy Scout chairman.
- Wood Badge trained - Be able to recommend Wood Badge to other Boy Scout Trainers or leaders.
- Keep training records and make sure that enough Boy Scout Training* opportunities are offered in the District.
- Coordinates training offered with neighboring Districts, if needed. *Boy Scout Training includes: Fast Start, New Leader's Essentials, Position Specific Training, University of Scouting, etc.
- Encourage participation in Junior Leader Training (Cedar Badge) for all Scouts.
- Attend Council meetings, which would include: Quarterly Program Meeting, Eagle Certification Training, Train the Trainer, University of Scouting, etc.
- Attends monthly District Committee meetings.
- Works closely with the District Scout Chair and the District Executive.
- Oversee that Troop Leaders receive recognition when trained.
- Responsible for training Troop Committee Chairs.
- Recruit enough trainers to help with the needs (trained vs. untrained leader statistics and # of training opportunities to be held).
- Be an example in proper uniforming.

District Boy Scout Activities Chairman

- Report to the District Boy Scout Chairman.
- Plan a well-balanced schedule of District events, and recruit teams to carry them out.
- Decide how Boy Scouting can become involved in selected needs and interests of communities in the district. Help Scouting units take part in community service projects.
- Promote Council Boy Scout events.
- Promote Scouting Anniversary Week.

GRAND TETON COUNCIL – DISTRICT JOB DESCRIPTIONS

District Chapter Order of the Arrow Chief

- Serve as leader of the Chapter by attending and presiding over all Chapter meetings.
- Attend Lodge Training and Development Seminar held each year.
- Become trained in Unit Election procedures
- Regularly consult with Chapter Advisor regarding ongoing/ up-coming OA functions
- Prepare agenda in advance of each Chapter meeting and notifies other Chapter leadership of meeting times and agenda items to be covered.
- Notify the Chapter Advisor and Chapter Vice Chief if unable to attend any Chapter meeting or function.
- Meet with the Chapter Advisor and the District Executive (*the Key Three*) on a regular basis to discuss Chapter business, activities, meetings, etc.
- Direct activities of other elected Chapter leadership.
- Attend Lodge Executive Committee meetings and represent the Chapter's interests by discussing and voting for/against proposed changes in Lodge By-laws or rules.
- Promote the OA and Chapter activities at District Roundtables, as needed.
- Attend Ordeals and meet with new OA members to explain Chapter activities, meeting times, and to promote regular attendance and participation.

District Chapter Order of the Arrow Advisor

- Advisors are appointed or approved by the Scout Executive.
- Support the chapter chief.
- The proper role of an advisor is the same as the proper role of a Scoutmaster. An advisor works almost completely behind the scenes.

District Venturing Chairman

- Build a strong committee to make Venturing thrive in the district.
- This committee has a plan for seeing that every new Venturing Leader receives Venturing Fast Start Training
- Run Venturing Basic Training twice a year to see that all new Venturing leaders are trained.
- Actively promote all the great new Venturing Awards and train leaders and boys about these opportunities
- Have a Venturing Roundtable that gives meaningful help to Venturing leaders each month
- Promote High Adventure programs and opportunities especially Salmon River High Adventure Base and Venturing Olympics
- Actively teach everyone about the Venturing program.
- Attend Council meetings. Council meetings include the Quarterly Program Meetings and Blue Badge Training.

District Venturing Activities Chairman

- Report to the District Venturing Chairman.
- Plan a well-balanced schedule of district events, and recruit teams to carry them out.
- Decide how Venturing can become involved in selected needs and interests of communities in the district.
- Help Venturing units take part in community service projects.
- Promote Council Venture events.
- Promote Scouting Anniversary Week.

District Venturing Scout Training Chairman

- Report to the District Venturer Chairman.
- Wood Badge trained - Be able to recommend Wood Badge to other Venturing Trainers and leaders.
- Keep training records and make sure that enough Boy Scout Training* opportunities are offered in the District.
- Coordinates training offered with neighboring Districts, if needed. *Boy Scout Training includes: Scoutmaster Fundamentals, Fast Start, University of Scouting, etc.
- Encourage participation in Junior Leader Training (Leadership Trek) for all Venturers.
- Attends Council meetings. Council meetings would include: Quarterly Program Meeting, Eagle Certification Training, Train the Trainer, University of Scouting, etc.
- Attends monthly District committee meetings
- Sets training goals for the District and sees that they are met.
- Works closely with the District Venturing Chair and the District Executive.
- Oversees that Venturing Leaders receive recognition when trained.
- Recruits enough trainers to help with the needs (trained vs. untrained leader statistics and # of training opportunities to be held).
- Be an example in proper uniforming.

GRAND TETON COUNCIL – DISTRICT JOB DESCRIPTIONS

District Venturing Roundtable Commissioner

- Report to the Venturing District Chairman.
- Conduct monthly Roundtable meetings.
- Develop regular Roundtable plans.
- Lead a monthly Roundtable planning session.
- Use national aids: Venturing Roundtable Planning Guide, Roundtable Planning Sheets, Scouting magazine, Program Helps, Boy's Life, etc.
- Determine what contributions can be made by resource people, and consultants, and arrange for their participation.
- Recruit Roundtable staff, as needed, to handle program elements, projects, physical arrangements, hosting, and participation.
- Involve unit adults in training and Roundtables.
- Train Roundtable staff.
- Working well in advance, assign specific Roundtable program projects.
- Follow through with those who have accepted assignments.
- Secure help from Commissioner staff.
- Report on Roundtable plans regularly at each district commissioner staff meeting.
- Promote Roundtable attendance.
- Obtain the unit commissioner's help in bringing new leaders to Roundtables.
- Follow up on units not participating.
- Evaluate Roundtables.
- At least twice a year appraise the effectiveness of Roundtables.

District Venturing Officers Association President

- Plan opportunities for other Venturing Youth Leaders in the district to share information with each other, plan District activities and events, get training, and communicate with adult leaders.

District Venturing Officers Association Advisor

- Support the District Venturing Teen Leader's Council President.
- The proper role of an Advisor is the same as the proper role of a Scoutmaster. An advisor works almost behind the scenes.

District Training Chairman

- Recruit a committee that achieve training goals
- Oversee the New - New Leader Essentials Training Courses in our district - bring Cub Scout, Boy Scout, and Venture trainers together to put on this course
- Actively promote all the following: Training Awards Programs, University of Scouting - Cub Scout Pow Wow, Blue Badge Training, Wood Badge Training, Cedar Badge Training, Trainer Development Conference, Philmont Adult Training Conferences
- See that training records and training status of Unit leaders of the district are as accurate as possible.
- Attend Council meetings. Council meetings include the Quarterly Program Meetings, and Blue Badge Training.

District Wood Badge Coordinator

- Promote Wood Badge at all District events and activities.
- Follow-up all new leader essentials training course with personal invitations to all participants to attend the next Wood Badge Course.
- Coordinate promotion efforts with District Training Chairman.

District Youth Protection, Health & Safety Chairman

- Work through the district organization and officers to develop and implement a plan to see that all adult volunteers over age 18 receive BSA Youth Protection Training.
- Develop Plans that promote and encourage all Scout units to conduct Youth Protection Training for youth members in their unit, using the National BSA's video's and materials.
- Inventory Youth Protection training status of volunteers in the District and report quarterly all additional training to the Council.
- See that Youth Protection and Risk Management Training Rosters are made and submitted to the Council Service Centers.
- Attend the annual Council Youth Protection – Risk Management Conference.
- Work actively with the District Committee, the District Executive, and the District Chairman to implement a Youth Protection-Risk Management training plan.

GRAND TETON COUNCIL – DISTRICT JOB DESCRIPTIONS

- Promote and use special training courses in the district for:
 - Guide to Safe Scouting Manual
 - Safe Swim Defense Program
 - Safety Afloat Program
 - Climb On Safely Program
 - Risk Zone Training
 - Insurance Risks and Coverage's
 - Tour Permits and Vehicle Safety
 - Crime Awareness Program
 - Trek Safely Programs

District Membership Chairman

- Recruit and train a committee to see that an ever-increasing number of young people are involved in Scouting's programs
- Work with the council and district leadership to set membership objectives for the district.
- Attend Council meetings. Council meetings include the: Quarterly Program Meetings and Blue Badge training.
- Encourage strong relationships with all current chartered organizations.
- Assist District Executive with Roster or Inventory checking every May/June and December.
- Maintain communication with Council Vice President for Membership.
- Work closely with the District Executive to achieve these goals that include:
 - Contacting and sell new Chartered Organizations.
 - Enrolling more youth into existing units by planning and executing Fall and Spring recruitment campaigns in cooperation with District Executive.

District Advancement Chairman

- Recruit and direct a team of District Eagle Reviewers who approve Eagle Scout Projects and sit as District Representatives on all Eagle Scout Boards of Review.
- Work to train Troop and Team Advancement Chairman in how to do their jobs.
- Develop Merit Badge Counselor resources in the district
- Handle special awards programs in the district as directed by the District Chairman.
- Have the difficult and important task of maintaining quality standards in the Advancement Program.
- Attend Council meetings. Council meetings include the Quarterly Program Meetings, and Blue Badge Training.

District Finance Chairman

- Recruit Chairmen to help achieve the Districts Finance Goals including a Friends of Scouting Chairman, Tiger Ear Chairman, and Popcorn Chairman
- Working with these Chairman we see that enough people are recruited and trained to achieve success in District goals
- Actively promote the council's Holiday Auctions in November
- Work hard to raise the money that fuels the operations of the council using "One Night/One Week" strategy.
- Help identify, recruit, and train Zone Chairmen, Business Campaign Chairman (as needed) and coach toward goal attainment.
- Attend District Friends of Scouting meeting.
- Attend Council Friends of Scouting kick-off.
- Ensure Zone Chairman have a scheduled District FOS training the first two weeks in January.
- Create enthusiasm for funding Scouting by using themes and reporting structures that create excitement essential to any campaign.

District Popcorn Chairman/Kernel

- The District Popcorn Kernel should be a highly motivated individual, one who is comfortable in contacting and working closely with unit leaders to recruit, train, and motivate.
- Accept the responsibility to reach and surpass the District popcorn sales goal.
- Working with the District Chairman and District Executive, recruit an assistant and possibly other people to assist with the job (depending on District size).
- Attend the Council Popcorn Training.
- Contact each Cub Scout Pack and Boy Scout Troop and recruit them to sell popcorn.
- Promote Popcorn sales at District Roundtable and District Meeting.
- Orient leaders about details on the popcorn sale at a fall popcorn sale kick-off meeting.
- Be responsible to collect, organize and report unit popcorn and prize orders.
- Distribute (with the help of other volunteers) the popcorn orders on the delivery day.

GRAND TETON COUNCIL – DISTRICT JOB DESCRIPTIONS

- Be responsible for the collection and receipt of popcorn monies and see that it is turned in properly to the Council.
- Create enthusiasm for the Popcorn Sales to be the vehicle for financing the unit program.

District Tiger Ear Chairman

- The District Tiger Ear Chairman should be a highly motivated individual, one who is comfortable in recruiting and committing individuals to work a four-hour shift in the Tiger Ear Booth at the Eastern Idaho State Fair as a special fundraiser for the Grand Teton Council.
- Accept the responsibility to fill the District's Tiger Ear shift assignments.
- Working with the District Chairman and District Executive, recruit additional assistants to help fill the shifts if district size warrants it.
- Promote Tiger Ear at District Roundtables, especially in August.
- Fill shifts with adults 18 or older. (The following exceptions may be made if absolutely necessary to fill a shift: 2 or 3 youth 16-18 and 1 child 8-16 if accompanied by a parent.)
- Follow up with those who sign up for shifts to see that they remember and complete their commitments.
- Check with the Scout Office for names of "walk-ins" signed up during your shifts.
- Have shifts filled and names to the Council Tiger Ear Adviser.
- Work at least one shift in the Tiger Ear Booth.

District Public Relations Chairman

- The Public Relations Chair needs to be in contact directly with each of the Program Chairs (Cub Scouting through Venturing) or indirectly working through the District Program Chairman.
- Ensure that enough Public Relations and community exposure is given to District events and activities including, but not limited to:
 - District Camporee
 - Eagle Scout Presentations and Eagle Projects
 - Klondike
 - Pinewood Derbies or other Cub Scouting activities
 - Venturing Olympics or Basketball
 - Training related to any of the Programs
 - Friends of Scouting - Campaign goals and progress
 - District Dinners and recognitions
 - Any Unit news (Activity or Recognition, etc.)
- Recruit others to help as needed to maintain Public Relations throughout the District
- Establish District Public Relations Goals related to Community Perception, Newspaper exposure (per week, year, etc.) Number of Unit/District/Council articles or radio per month/year
- Keep up on all District Scouting Activities via District Calendar. Report on those you can.
- Meetings include District Committee Meeting, Blue Badge Training, Council Program Meeting and cover or delegate any activity listed on the District Calendar.

District Endowment Chairman

- Member of the Council Endowment Committee which meets quarterly for a Friday working luncheon meeting in either Pocatello or Idaho Falls.
- With the District Key Three--identify and build Scouting relationships with the top ten prospective endowment donors in the District.
- Quarterly attend Roundtables to explain and publicize Endowment Recognition programs, namely: James E. West Fellowship, Scouting Heritage Society, 1910 Society, etc.
- Assist with the annual Heritage Society event in August and other national and council endowment seminars and events as necessary.
- Support the Council endowment by becoming a member of the James E. West Society and committing at least five other individuals to join per year.

District Scouting for Food Chairman

- Arrange for adequate manpower to accomplish the goals of the program. This includes Cub Scouts, Boy Scouts, and Venture Scouts to distribute and collect the bags, and manpower for each of the Collection Sites.
- Contact your local media to remind them of the Scouting for Food Drive. The success of the Scouting for Food program is positively affected by public exposure to the project. Television and Radio PSA's have been produced and distributed. Newspaper Ads have been distributed to all newspapers on a CD.
- Confirm the location of all Collection Sites in your District.
- Plan for the transporting of the boxes from the collection points to the distribution agencies.
- Confirm that all units have their bags to distribute before the Distribution date. Arrange for your boxes to be delivered to your collection sites before 9:00 am on Bag Pick-up day.

GRAND TETON COUNCIL – DISTRICT JOB DESCRIPTIONS

- The Media is very interested in the final collection numbers for Scouting for Food. Your numbers of cans and participants need to be reported by 3:00 p.m. on the last Saturday of Scouting for Food.
- Report the following:
 - Number of Youth
 - Number of Leaders
 - Number of Cans

District Nominating Committee Chairman

- Approved by the council president in advance of being selected along with the members of the committee.
- Must have a strong commitment to Scouting, and be an individual who is highly respected within the community and can recruit and influence others.
- Recruit several prominent persons on the committee who may or may not be directly involved in Scouting.
- Identify the district's current manpower needs.
- Give leadership in the personal recruitment of all district leadership positions. Recruiting teams of two or three persons visit each prospect.
- The council president should have the opportunity to review in advance the names of all candidates for district chairman.
- The nominating committee chairman submits the slate of candidates to the district annual meeting for election.

District Camp Promotion and Outdoor Chairman

- Responsible to the Program Chairman (Assistant District Chairman).
- Promote unit participation in council camping opportunities (Boy Scout Camp, Cub Scout day camp, High Adventure Base, etc.) In cooperation with unit commissioners and program chairmen, visit unit parent's meetings to tell the summer camp story and help unit leaders plan for camps.
- Help select leaders and develop programs for district Cub Scout Camp held in the District.
- Work with commissioners to help Cub Scout packs, Boy Scout troops, and Venturing Crews plan and carry out a year-round schedule of camping and outdoor events.
- Promote the use of camperships for members with financial need.
- Working closely with its officers, guide the Order of the Arrow to help promote camping in the district.
- Understand unit camping, outdoor records and awards - Including the National Camping Award, and the Summertime Pack Award.
- Work with the Health Safety Chair on concerns related to camping outdoors.
- Attend Council meetings. Council meetings include the Quarterly Program Meetings, and Blue Badge Training.

District Silver Beaver Board Member

- The purpose of the Silver Beaver Colony is for Silver Beaver Award Recipients in the Grand Teton Council to work as a group to promote scouting.
- Board Members do this by:
 - Paying annual dues
 - Attending Silver Beaver Meetings, particularly the annual dinner held in August
 - Support the Grand Teton Council's Recognition Night
 - Recognize deceased Silver Beavers within his/her district in an appropriate way such as attending viewing or funeral, and/or sending a sympathy card.
 - Report to Scout Office the death of a Silver Beaver in his/her district
 - Serve on committees designed to promote scouting.
- They may include:
 - Fund Raising
 - Annual Dinner
 - Service Projects
 - HAVING FUN!

District Webmaster

- The Council Web Page is a great tool in sharing information about Scouting.
- District websites are all hosted on the council website and should not be hosted anywhere else.
- Districts do have a Facebook page that is imbedded on their district website where they can share news and information with their members. Council employees must be admins on all Facebook pages, but can delegate editing rights to a district webmaster.
- Sharing events and news on Facebooks posts should be done often to engage the public. You should post at least once a week but no more than once a day for optimal views of your Facebook information.
- Webmasters also have access to edit and create events on district websites. Information and images can be posted to event pages and are available to be used to register for those events. These pages automatically expire once the event is over.

GRAND TETON COUNCIL – DISTRICT JOB DESCRIPTIONS

- Any home page static information needs to be changed at the Council level. Please contact your DE or the Council webmaster. This includes information about your DE, your Roundtable location and date, or anything else you want added to your home page.
- Webmasters also have rights to upload PDF documents and can link them to their event pages.
- Webmasters can be trained by their DE's or by the Council webmaster.

District Camp Projects Chairman

- Needs to have the talent to recruit a team of volunteers to complete the Camp Projects.
- Background and knowledge in the building trades are a plus.
- Take ownership in the project assigned to the district. See that the project is completed by the date needed.
- Study the assignment and ask questions needed for full understanding of the project. It may be necessary on some projects to visit the project site before the project can be done.
- Recruit the right kind of people to complete the project. Understand that experienced people will be needed as well as other good volunteers to provide manpower.