

Troop 804
Leadership Position Descriptions

Duties for all positions include the following:

- Follow directions of “supervisor” (SPL, an ASPL, or the PL or QM for Assistant positions)
- Bring questions or problems to supervisor as soon as possible
- Search for ways to improve the position
- Prepare for and train replacement when term of office is ended

Specific Positions

Senior Patrol Leader (SPL)

Top youth leader in the Troop. Chairs the Patrol Leaders’ Council (PLC). Provides leadership and direction to all other youth leaders.

Assistant Senior Patrol Leader (ASPL)

Assists the SPL as directed. Acts as SPL when the SPL is absent. Provides leadership to other youth. Supervises assigned junior positions.

Patrol Leader (PL)

Leads a group of boys in a Patrol. Member of the PLC.

Quartermaster (QM)

Senior leadership position, responsible for all Troop equipment. Supervises unloading and loading of trailer on outings.

Assistant Patrol Leader (APL)

Helps his PL. Acts as PL when the PL is absent.

Troop Guide (TG)

Mentors one or more PLs. Helps patrol members with advancement.

Scribe (SC)

Non-voting member of the PLC. Records decisions of the PLC and communicates them to the Troop. May track attendance and/or dues.

Troop Historian (TH)

Makes a record of the Troop’s activities. Presents summary at Courts of Honor.

Troop Librarian (TL)

Oversees the Troop’s written materials (primarily merit badge pamphlets). Tracks materials borrowed by Scouts.

Chaplain Aide (CA)

Organizes the Troop religious program. Leads “Scouts’ Own” services on campouts.

Assistant Quartermaster (AQM)

Assists the QM as needed. Acts as QM when QM is absent.

Games Coordinator (GC)

Instructor position. Maintains library of Troop games. Selects and leads games as directed by the SPL.

Recycling Coordinator (RC)

Instructor position. Coordinates Troop recycling programs. Prepares summary for presentation at Courts of Honor. Stores materials brought by Scouts. Transports materials to proper facilities for recycling and records credits for Troop Scouts.

Service Coordinator (SC)

Instructor position. Helps select Troop service projects. Communicates projects to Troop. Provides leadership at projects. Presents summary at Courts of Honor.

Troop Bugler (TB)

Leads Troop in event closings, usually by playing "Taps".

ESP Coordinator (EC)

Instructor position. Senior position to organize and coordinate ESP activities. Works with ESP Scouts to select outings. Appoints crew leaders. Reports to PLC.

Cleanup Coordinator (CC)

Recruits Scouts to make sure meeting area is cleaned after each meeting. Organizes "police lines" during campouts.

Openings Coordinator (OC)

Selects Scouts to conduct opening ceremony at Troop meetings. Checks that the team knows the correct elements. Arranges for flags to be present.

Quizzler Assistant (QA)

Helps "The Quizzler" by distributing prizes at each meeting.