



## Troop 401

### Leadership Position Description

# TROOP QUARTERMASTER

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#### GENERAL INFORMATION

- Type:** Elected by the members of the Troop
- Term:** 6 months - (may serve consecutive terms)
- Reports to:** Assistant Senior Patrol Leader
- Description:** The Troop Quartermaster keeps track of troop equipment and to see that it is in good working order and ready for troop outings.
- Comments:** The Quartermaster does most of his work around campouts. There are times when the Quartermaster has to be available to check equipment in and out.

#### QUALIFICATIONS

- Age:** none
- Rank:** Second Class rank or Higher plus hold Totin Chip card
- Experience:** none
- Attendance:** 50% over previous 6 months

#### PERFORMANCE REQUIREMENTS

- Training:** You must attend the troop Junior Leader Training even if you have attended in the past.
- Attendance:** To receive credit for this position, you must have an average attendance record of at least 60% of all troop meetings, Patrol Leaders' Council meetings (only when requested), outings, and service projects. If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.
- Effort:** You are expected to give this job your best effort.

#### GENERAL LEADERSHIP RESPONSIBILITIES

- Uniform:** Set the example by wearing your uniform correctly. This means that you will wear all of the parts of the troop uniform, shirttail tucked in, with all required badges in their correct locations.
- Behavior:** Set the example by living the Scout Oath, Law and Outdoor Code in your everyday life. Show Scout Spirit in everything you say and do.
- Attendance:** Set the example by being an active Scout. Be on-time for meetings and activities. You must call the Senior Patrol Leader or Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that someone will assume your responsibilities.

#### SPECIFIC LEADERSHIP RESPONSIBILITIES

- Keeps records on patrol and troop equipment
- Makes sure equipment is in good working condition
- Issues equipment and makes sure it is returned in good condition
- Makes suggestions for new or replacement items
- Works with the Troop Committee member responsible for equipment and prepares reports
- Makes sure that someone is assigned to assume your responsibilities if absent
- Attends Patrol Leaders Council when requested but not a voting member