



**Boy Scouts of America**  
**Troop 290**  
**St. Cecilia Church**  
<http://troop290.info>

## **Adult Volunteer Guidelines 2008-2009**

Thank you for volunteering your time to help with the Scouts of Troop 290. Scouting is only possible because of you.

### **Scout Led Troop**

Troop 290 is a Scout led Troop. Scouts should always be guided in working through the Patrol Method in the Troop. Adult volunteers support the Scouts as the Scouts run the activities of the Troop. The adult's role is to empower each boy to lead the Troop in his area of responsibility. Adults encourage the boy to do the planning, work and management of every Scouting activity.

### **Troop Committee Meetings**

The Troop Committee Meeting is held approximately the third Tuesday of every month except July and August. There is a planning meeting August. The regular monthly meeting is from 7:30 to 9:00 in the same room as the Troop Meetings. An agenda is planned that addresses all important topics during the scheduled hour and a half. If you would like an item to be on the agenda please see the Committee Chairman by the Troop Meeting prior to the Troop Committee Meeting.

### **Training**

BSA offers many opportunities for training. You are encouraged to go to Cradle of Liberty Council's web site, [www.colbsa.org](http://www.colbsa.org), for additional information. Two training programs are required. Cradle of Liberty Council requires that every leader attend Youth Protection Training once every two years. This training is offered online and through many units. Cradle of Liberty Council requires each leader take the Fast Start and Leader Specific Training for there position. Additionally, the Philadelphia Archdiocese requires that every adult working with children on archdiocesan property attend Protecting God's Children. Information on this training is available at [www.virtus.org](http://www.virtus.org). Each training program is a one evening session. All leaders are required to have a criminal background check and Child Abuse clearance

## **Two Deep Leadership**

Troop 290 strictly enforces BSA's two deep leadership policy. Any and all Scout activities require the presence of two adult volunteers when a Scout is present. One adult must be a registered member of BSA, trained in youth protection and over 21 years old. This policy is for the protection of the Scout and yourself. Though BSA allows that merit badge counseling can occur if there is a minimum of two Scouts with the adult, Troop 290 discourages this practice for merit badge counseling and suggests that two deep leadership be followed at all times.

## **Medical Forms**

All adults who participate in any Troop activity are required to file the appropriate medical forms as provided in the Adult Volunteer's Manual. Forms are given to the Medical Forms Coordinator listed on the attached Adult Volunteer Structure. This information is kept in the medical book. Please update your information annually. This information is the basis of any medical care you might receive while in a Troop activity.

## **TroopMaster**

Troop 290 uses TroopMaster for advancement and record keeping. You are responsible for reporting any updates to your information. No information is entered into Troop Master without your permission. Additionally, the data is stored on a secure server. For further information you can go to <http://www.troopmaster.com/products/troopmaster/dotnet.html>. The Troop Master Coordinator per the attached Adult Volunteer Structure is always available to answer your questions regarding the use and storage of your personal data.

## **Photographs**

Photographs of Scouts and Adults are kept with the medical records book. Adults are encouraged to participate in the Troop photo taking so their photograph is on file with the Troop.

## **Fund Raisers**

The Troop attempts to offer fund raising events that cover at least 50% of the cost of each Scout's annual program. It costs the troop approximately \$4,000 per year for recharter, to rent camp sites, purchase equipment and patches, support youth and adult training and host a breakfast and Eagle Courts of Honor. All Scouts must meet minimum participation requirements to enjoy the benefits of the Troop's activities. Usual fund raisers are the Spaghetti dinner the fall and a Bake Sale in the spring. The troop also has a wreath sale in November. All of the net proceeds from the wreaths sale are applied to fund the Scout's Summer Camp fees for those Scouts who choose to participate.

Your time is the investment you make in the future of the Scouts. Other than your own gear, uniform, registration, camping cost and driving costs, you are not expected to pay any Troop costs. Troop funds are managed by the Troop Committee. All expenditures should be approved by the Troop Committee before occurring. For reimbursement, please provide a receipt of your approved expense. The financial records are open for all adult volunteers and parents to review. The Committee Chairman is always available to answer questions about the Troop funds.

### **Merit Badge Counseling**

Merit badge counselors support the Scout in his advancement and the development of new interests. All adult volunteers are encouraged, but not required, to register to be merit badge counselors in areas of interest and expertise. Before working with a Scout on a merit badge you must register as a counselor for that merit badge. See the Advancement Chairman for further information.

### **Scoutmaster Conference**

It is the Scoutmaster's responsibility to approve a Scout for a Scoutmaster conference. When an Assistant Scoutmaster is conducting a Scoutmaster Conference with a Scout follow the guidance from the Scoutmaster for that Scout and rank. Only the Scoutmaster or an Assistant Scoutmaster chosen by the Scoutmaster may conduct a Scoutmaster conference. According to the Boy Scouts of America charter, the purpose of Boy Scouting is to develop in a young man the ability to do things for himself and for others, to train him in outdoor skills, and to teach him patriotism, courage, self-reliance, and kindred virtues. We use the methods of Scouting—including advancement, the outdoors, and adult association—to accomplish these goals. The Scoutmaster conference allows the Scoutmaster to review

- The Scout's growth in his understanding of Scouting's ideals
- How the Scout applies these ideals in his daily life and in the troop
- The requirements of the Scout's next rank so that he can be properly encouraged

### **Adult Leader Annual Registration**

Our annual Charter registration is due every January. The registration fee is determined each year by National. To be listed and registered on the Troop 290 Charter, you are required to pay the registration fees, up to date training, both BSA and Archdiocese and have taken an active part in Troop activities for the prior year.

Sincerely,

*Troop 290 Committee*

## Ten Commandments for "Camp Dads" and "Camp Moms"

- 1. Thou shalt allow thy progeny their due breathing room.**  
Don't smother your son. Remember, these are your Son's "good ol' days". Let him have fun and experience Camp as if you were not there. Try to let your son make his own decisions, this is a great venue for learning to make decisions without relying on you.
- 2. Thou shalt praise in public and criticize in private.**  
Scouts have feelings too. Help our youth build self-esteem by correcting them away from the group. Stop the action if it is unsafe or inappropriate, and talk with the offending Scout away from his peers. Remember BSA policy on one-on-one contact— it is for you too.
- 3. Thou shalt allow the Staff and the Scouts to do their jobs.**  
Never confront a Youth Staffer unless it is a matter of safety or appropriateness. If you have a problem with the way things are being run, you will speak to the adult supervisor or program director, not the Youth Staffer. If in doubt, ask the Scoutmaster. "Never send a man to do a boy's job." Let the boys do their duties—this builds a sense of ownership in the program. Sure, we could do it for them, and probably do a better job—that's not the idea. Let the boys do it!
- 4. Thou shalt spread the wealth.**  
It's OK to console a homesick Scout. Remember, 75% of our boys are at Camp on their own. Please avoid trying to do things just with your own son all the time. A little attention to one or two of his friends can go a long way to keeping spirits up.
- 5. Thou shalt let the Scoutmaster be the Scoutmaster.**  
One person has to have the last say— at Summer Camp (or all Scout Functions) that has to be the Scoutmaster. This teaches our boys respect for authority. If you undermine the authority of the Scoutmaster, you undermine a big part of the Program. If the Scoutmaster has told your son not to do something and you let him do it because he is with you— your son will come running to you anytime he doesn't get his way. Discipline is then lost.
- 6. Thou shalt follow and enforce the Camp and Troop Rules.**  
If you don't follow or enforce them, how can we expect your son to do otherwise? Never allow your son to violate a rule just because he is with you. Remember that all youthful eyes, besides your son's pair, are watching what you do.
- 7. Thou shalt be a participant.**  
That means active in the activities and decision process. Please don't sit back and wait to be asked to do something— volunteer— it's fun. If you have a better way to do something, let us know! Please don't just bring up problems, offer solutions. The Scoutmaster can't operate in a vacuum.
- 8. Thou shalt guard thy tongue.**  
We shall maintain civil speech, even in anger. Anyone speaking with forked-tongue will be asked to publicly apologize for using profanity. My deal with the boys— I hear them use inappropriate language and they owe me a Diet Pepsi. They hear me, and I owe them a case of their favorite soft drink.
- 9. Thou shalt an example be.**  
A boy can't be more proud of a parent that shows respect for his son by setting the example in patience and bearing. A parent can't express his love for his son more than by offering that son his guidance when asked; and by having the wisdom to know when not to guide, but bask in the glow of pride, as he watches his son grow in spirit as the boy blazes his own trail.
- 10. Thou shalt have fun.**  
OK, you've given up time and money to be here. So get the heck outta Camp and do stuff! There is always something to do around these premier Camps we go to—but you can only enjoy them when you participate. We don't allow the boys to hang around camp—why should you?