

**TROOP 13 OF VIENNA
LEADERSHIP CONTRACT**

Leadership Position Description

Troop Librarian

General Information SCOUT'S NAME: _____

Type: Elected by members of the Troop

Term: 12 months

Reports to: Assistant Senior Patrol Leader and Troop Advancement Committee Chairman

Description: The Troop Librarian takes care of troop literature.

Comments: The library contains books of historical value as well as current materials. Altogether, the library is a troop resource worth hundreds of dollars. The Librarian manages this resource for the troop.

Qualifications

Rank: Tenderfoot

Experience: none

Performance Requirements

Training: Meet with past Troop Librarian for training.

Attendance: You are expected to attend 60% of all troop meetings, Patrol Leaders Council meetings, outings, and service projects. You must call the Senior Patrol Leader if you are not going to be at a meeting or if you suddenly have to miss an outing. If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office. Does **not** attend the Patrol Leaders Council.

Specific Leadership Responsibilities

- Sets up and takes care of a troop library. Keeps records of books and pamphlets owned by the troop.
- Adds new or replacement items as needed.
- Keeps books and pamphlets available for borrowing.
- Keeps a system for checking books and pamphlets in and out.
- Follows up on late returns.

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General Leadership Responsibilities

Uniform: Set the example by wearing your uniform correctly. This means that you will wear all 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 and Law 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 email or call the Scoutmaster or Senior Patrol Leader if you are not going to be at a meeting or if you suddenly must miss an outing. You also need to make sure that someone will assume your responsibilities.

Your Name: _____ Age: _____

Current Rank: _____

Scouts Agreement: I have read the job descriptions for these positions. I understand the duties and responsibilities and if selected will carry them out to the best of my ability.

Signature/ Date

Parents Support Agreement: I agree with the commitment my son is making. I promise to support him in attending training, troop meetings, and troop activities as well as with encouragement at home. I realize that once selected his presence is necessary for the smooth functioning of the Troop.

Signature /Date