



# Troop Leadership Training



**“Training boy leaders to run their troop is the Scoutmaster's most important job.”**

**“Train Scouts to do a job, then let them do it.”**

**“Never do anything a boy can do.”**

***—Robert S. S. Baden-Powell***



## *Mission Statement*

The mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.



### *Life Skills in a Values-Based Environment*

Scouting is a values-based program with its own code of conduct. The Scout Oath and Law help instill the values of good conduct and honesty. A boy who spends one year in a Scout troop will learn lifetime skills. He will learn basic outdoor skills, self-reliance, and how to get along with others. Scouting will prepare him to live a more productive and fulfilling life.



Scouting offers young people a rich and varied arena in which to learn and use leadership skills. Among the challenges encountered by a troop's youth leaders are

- ✓ Organizing patrols
- ✓ Using duty rosters
- ✓ Planning menus and figuring food costs
- ✓ Encouraging advancement
- ✓ Guiding a patrol's involvement in problem solving
- ✓ Teaching outdoor skills
- ✓ Helping to ensure patrol safety during outings
- ✓ Handling patrol finances
- ✓ Helping other Scouts make the most of their own leadership opportunities



Troop Leadership Training (TNT) is Scoutmaster-directed training divided into three modules:

***Module One—Introduction to Leadership (Know).***

Conducted within a week of a Scout's acceptance of his new position, this session focuses on what a leader must *know*.

***Module Two—How to Fulfill Your Role (Be).***

This session on how to fulfill the role's responsibilities focuses on what a leader must *be*.

***Module Three—What Is Expected of Me? (Do).***

This session focuses on what a leader must *do*.



## **Module One—Know**

### 1. The Boy-Led Troop and Living the Scout Oath and Law



*What does it mean when we say “a boy-led troop”?*

The BSA's definition is that “**empowering boys to be leaders**” is the core of Scouting.

A Boy Scout troop is a small democracy. With the Scoutmaster's direction, the boys are formed into patrols, plan the troop's program, and make it a reality.



*Troops find success by utilizing the following:*

- ✓ Troop calendar
- ✓ Troop meetings
- ✓ Troop activities
- ✓ Patrol leaders' council
- ✓ Public service
- ✓ Outdoor activities



## **Module One—Know**

- 1.The Boy-Led Troop and Living the Scout Oath and Law
- 2.Discussion of a Boy-Led Patrol



**“The patrol method is not a way to operate a Boy Scout troop, it is the only way. Unless the patrol method is in operation, you don't really have a Boy Scout troop.”**

**—*Robert S. S. Baden-Powell***



*There are three types of patrols:*

- ✓ Regular patrols
- ✓ New-Scout patrols
- ✓ Venture patrols

**“The object of the patrol method is not so much saving the Scoutmaster trouble as to give responsibility to the boy.”**

**—Robert S. S. Baden-Powell**



*Patrols are successful through the following:*

- ✓ Patrol meetings
- ✓ Patrol activities
- ✓ Patrol names

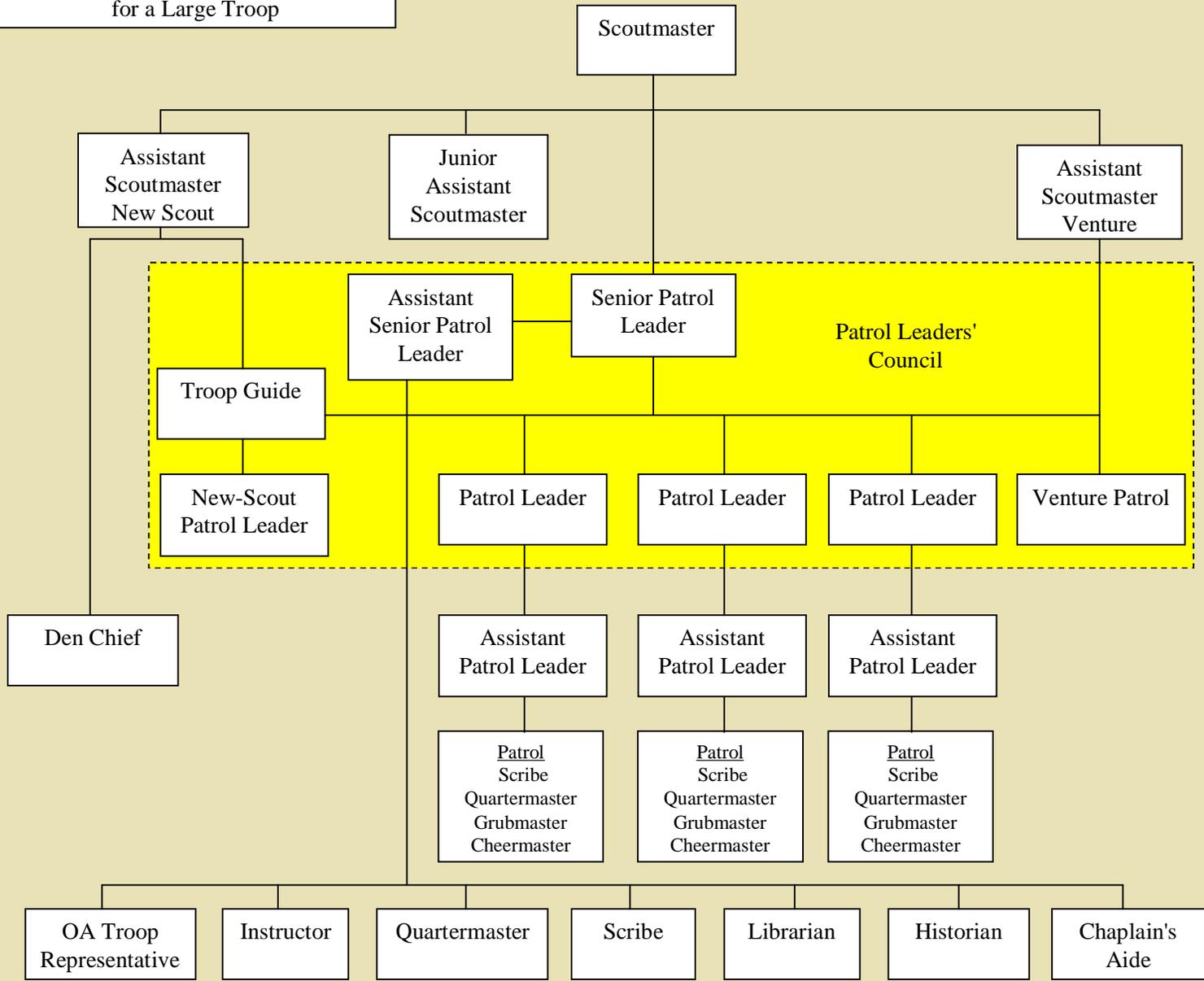


## **Module One—Know**

- 1.The Boy-Led Troop and Living the Scout Oath and Law
- 2.Discussion of a Boy-Led Patrol
- 3.Review of the Troop Organization Chart

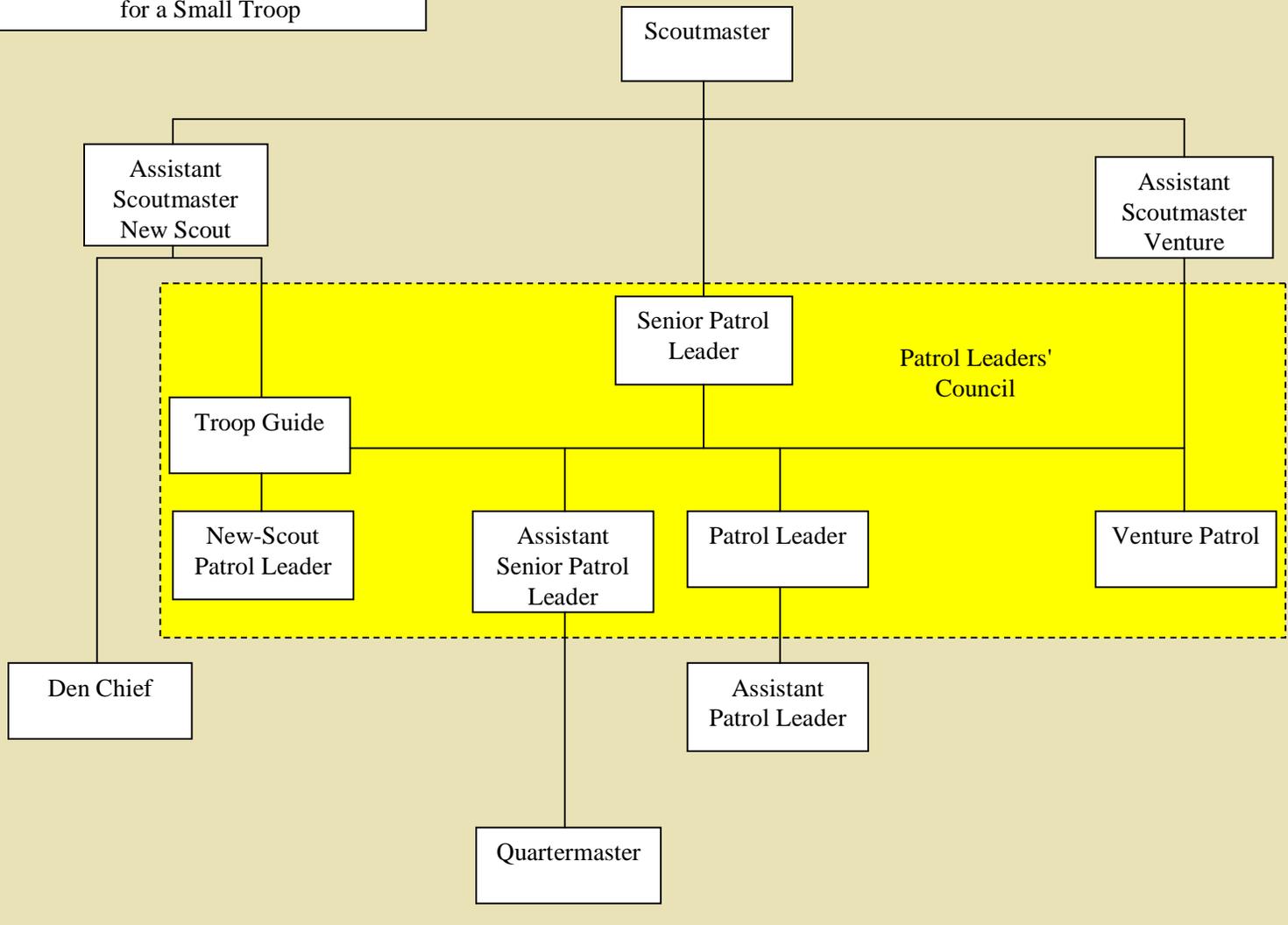


TROOP ORGANIZATION CHART  
for a Large Troop





TROOP ORGANIZATION CHART  
for a Small Troop





## **Module One – Know**

1. The Boy-Led Troop and Living the Scout Oath and Law
2. Discussion of a Boy-Led Patrol
3. Review of the Troop Organization Chart
4. Position Overview



## SENIOR PATROL LEADER

**Position description:** The senior patrol leader is elected by the Scouts to represent them as the top youth leader in the troop.

**Reports to:** The Scoutmaster

### **Senior patrol leader duties:**

- Runs all troop meetings, events, activities, and the annual program planning conference.
- Runs the patrol leaders' council meeting.
- Appoints other troop youth leaders with the advice and counsel of the Scoutmaster.
- Assigns duties and responsibilities to youth leaders.
- Assists the Scoutmaster with youth leadership training.
- Sets a good example.
- Enthusiastically wears the Scout uniform correctly.
- Lives by the Scout Oath and Law.
- Shows Scout spirit.



## ASSISTANT SENIOR PATROL LEADER

**Position description:** The assistant senior patrol leader is the second highest-ranking youth leader in the troop. He is appointed by the senior patrol leader with the approval of the Scoutmaster. The assistant senior patrol leader acts as the senior patrol leader in the absence of the senior patrol leader or when called upon. He also provides leadership to other youth leaders in the troop.

**Reports to:** The senior patrol leader

### **Assistant senior patrol leader duties:**

- Helps the senior patrol leader lead meetings and activities.
- Runs the troop in the absence of the senior patrol leader.
- Helps train and supervise the troop scribe, quartermaster, instructor, librarian, historian, and chaplain's aide.
- Serves as a member of the patrol leaders' council.
- Sets a good example.
- Enthusiastically and correctly wears the Scout uniform.
- Lives the Scout Oath and Law.
- Shows Scout spirit.
- Lends a hand controlling the patrol and building patrol spirit.
- Wears the uniform correctly.



## **PATROL LEADER**

**Position description:** The patrol leader is the elected leader of his patrol. He represents his patrol on the patrol leaders' council.

**Reports to:** The senior patrol leader

### **Patrol leader duties:**

- Appoints the assistant patrol leader.
- Represents the patrol on the patrol leaders' council.
- Plans and steers patrol meetings.
- Helps Scouts advance.
- Acts as the chief recruiter of new Scouts.
- Keeps patrol members informed.
- Knows what his patrol members and other leaders can do.
- Sets the example.
- Wears the uniform correctly.
- Lives the Scout Oath and Law.
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## **ASSISTANT PATROL LEADER**

**Position description:** The assistant patrol leader is appointed by the patrol leader and leads the patrol in his absence.

**Reports to:** The patrol leader

### **Assistant patrol leader duties:**

- Helps the patrol leader plan and steer patrol meetings and activities.
- Helps him keep patrol members informed.
- Helps the patrol get ready for all troop activities.
- Represents his patrol at patrol leaders' council meetings when the patrol leader cannot attend.



## TROOP GUIDE

**Position description:** The troop guide works with new Scouts. He helps them feel comfortable and earn their First Class rank in their first year.

**Reports to:** The assistant Scoutmaster for the new-Scout patrol in the troop

### **Troop guide duties:**

- Introduces new Scouts to troop operations.
- Guides new Scouts from harassment by older Scouts.
- Helps new Scouts earn First Class rank in their first year.
- Teaches basic Scout skills.
- Coaches the patrol leader of the new-Scout patrol on his duties.
- Works with the patrol leader at patrol leaders' council meetings.
- Attends patrol leaders' council meetings with the patrol leader of the new-Scout patrol.
- Assists the assistant Scoutmaster with training.
- Counsels individuals Scouts on Scouting challenges.
- Sets a good example.
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## TROOP QUARtermASTER

**Position description:** The quartermaster keeps track of troop equipment and sees that it is in good working order.

**Reports to:** The assistant senior patrol leader

### **Quartermaster duties:**

- 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.
- Sets a good example.
- Enthusiastically and correctly wears the Scout uniform.
- Lives by the Scout Oath and Law.
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## TROOP SCRIBE

**Position description:** The scribe keeps the troop records. He records the activities of the patrol leaders' council and keeps a record of dues, advancement, and Scout attendance at troop meetings.

**Reports to:** The assistant senior patrol leader

### **Scribe duties:**

- Attends and keeps a log of patrol leaders' council meetings.
- Records individual Scout attendance and dues payments.
- Records individual Scout advancement progress.
- Works with the troop committee member responsible for records and finance.
- Sets a good example.
- Enthusiastically and correctly wears the Scout uniform.
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## TROOP HISTORIAN

**Position description:** The troop historian preserves troop photographs, news stories, trophies, flags, scrapbooks, awards, and other memorabilia.

**Reports to:** The assistant senior patrol leader

### **Historian duties:**

- Gathers pictures and facts about troop activities and keeps them in a historical file or scrapbook.
- Takes care of troop trophies, ribbons, and souvenirs of troop activities.
- Keeps information about former members of the troop.
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## TROOP LIBRARIAN

**Position description:** The librarian oversees the care and use of troop books, pamphlets, magazines, audiovisuals, and merit badge counselor lists.

**Reports to:** The assistant senior patrol leader

### **Librarian duties:**

- 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, and follows up on late returns.
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## **INSTRUCTOR**

**Position description:** The instructor teaches Scouting skills.

**Reports to:** The assistant senior patrol leader

### **Instructor duties:**

- Teaches basic Scouting skills in troop and patrols.
- Sets a good example.
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## CHAPLAIN'S AIDE

**Position description:** The chaplain's aide works with the troop chaplain to meet the religious needs of Scouts in the troop. He also works to promote the religious emblems program.

**Reports to:** The assistant senior patrol leader

### **Chaplain aide duties:**

- Assists the troop chaplain with religious services at troop activities.
- Tells Scouts about the religious emblem program for their faith.
- Makes sure religious holidays are considered during the troop program planning process.
- Helps plan for religious observance in troop activities.
- Sets a good example.
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## **DEN CHIEF**

**Position description:** The den chief works with the Cub Scouts, Webelos Scouts, and den leaders in the Cub Scout pack.

**Reports to:** The den leader in the pack and the assistant Scoutmaster for the new-Scout patrol in the troop

### **Den chief duties:**

- Knows the purposes of Cub Scouting.
- Helps Cub Scouts advance through Cub Scout ranks.
- Encourages Cub Scouts to join a Boy Scout troop upon graduation.
- Assists with activities in the den meetings.
- Is a friend to the boys in the den.
- Helps out at weekly den meetings and monthly pack meetings.
- Meets with adult members of the den, pack, and troop as necessary.
- Sets the example.
- Wears the uniform correctly.
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## **JUNIOR ASSISTANT SCOUTMASTER**

**Position description:** The junior assistant Scoutmaster serves in the capacity of an assistant Scoutmaster except where legal age and maturity are required. He must be at least 16 years old and not yet 18. He is appointed by the Scoutmaster because of his leadership ability.

**Reports to:** The Scoutmaster

### **Junior assistant Scoutmaster duties:**

- Functions as an assistant Scoutmaster.
- Performs duties as assigned by the Scoutmaster.
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## **Module One – Know**

1. The Boy-Led Troop and Living the Scout Oath and Law
2. Discussion of a Boy-Led Patrol
3. Review of the Troop Organization Chart
4. Position Overview
5. National Honor Patrol Award Requirements



## National Honor Patrol Award

The National Honor Patrol Award is given to patrols whose members make an extra effort to have the best patrol possible. A patrol can earn the award by doing the following over a three-month period:

1. Have a patrol name, flag, and yell. Put the patrol design on equipment, and use the patrol yell. Keep patrol records up-to-date.
2. Hold two patrol meetings every month.
3. Take part in at least one hike, outdoor activity, or other Scouting event.
4. Complete two Good Turns or service projects approved by the patrol leaders' council.
5. Help two patrol members advance one rank.
6. Wear the full uniform correctly at troop activities (at least 75 percent of patrol's membership).
7. Have a representative attend at least three patrol leaders' council meetings.
8. Have eight members in the patrol or experience an increase in patrol membership.



**TAKE A BREAK**



## **Module Two – Be**

### 1. Scoutmaster's Vision of Success



## **Vision Statement**

The Boy Scouts of America is the nation's foremost youth program of character development and values-based leadership training.

In the future, Scouting will continue to:

- Offer young people responsible fun and adventure;
- Instill in young people lifetime values and develop in them ethical character as expressed in the Scout Oath and Law;
- Train young people in citizenship, service, and leadership;
- Serve America's communities and families with its quality, values-based program.



## **Module Two – Be**

1. Scoutmaster's Vision of Success
2. Teaching EDGE™ Discussion



*You may be asking, “What is EDGE™?”*

EDGE™ is the method you will use to teach in your troop. The key to making EDGE™ work is to use it for all teaching opportunities. Make it a habit.

- 1. Explain**—The trainer *explains* how something is done.
- 2. Demonstrate**—After the trainer explains, the trainer *demonstrates* while explaining again.
- 3. Guide**—The learner tries the skill while the trainer *guides* him through it.
- 4. Enable**—The trainee works on his own under the watchful eye of the trainer. The trainer’s role in this step is to remove any obstacles to success, which *enables* the learner to succeed.



## **Module Two – Be**

1. Scoutmaster's Vision of Success
2. Teaching EDGE™ Discussion
3. Troop Progress Discussion



How is the troop doing?



What should we start doing that we are not currently doing?

What do we stop doing that is not working?

What should we continue doing that is working well and helps us succeed?



# HOMework

Get to know the Scouts you are responsible for leading.  
What do they need?



**TAKE A BREAK**



## **Module Three – Do**

### 1. Position Description and Expectations



## SENIOR PATROL LEADER

**Position description:** The senior patrol leader is elected by the Scouts to represent them as the top junior leader in the troop.

### Reports to:

The Scoutmaster.

### Senior patrol leader duties:

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- Runs the patrol leaders' council meeting.
- Appoints other troop junior leaders with the advice and counsel of the Scoutmaster.
- Assigns duties and responsibilities to junior leaders.
- Assists the Scoutmaster with junior leader training.
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## **Module Three – Do**

1. Position Description and Expectations
2. Servant Leadership—Motivating Scouts to Lead



*Why should you  
become a leader?*



## **Module Three – Do**

1. Position Description and Expectations
2. Servant Leadership—Motivating Scouts to Lead
3. Defining Success in Your Position



## **Module Three – Do**

1. Position Description and Expectations
2. Servant Leadership—Motivating Scouts to Lead
3. Defining Success in Your Position
4. Scoutmaster Conference



*You are now officially trained in  
your leadership position.*

*For you as a leader,  
now the hard stuff starts.*

**BE A GOOD ONE!**