



Boy Scouts of America

Troop 89

Assistant Senior Patrol Leader

Job Description

In partnership with the Senior Patrol Leader, the Assistant Senior Patrol Leader shall.....

1. Preside over all troop meetings, campouts, events and activities.
2. Preside over Patrol Leader Council (PLC) meetings.
3. Notify patrol leaders of upcoming events and timetables so they may keep their patrol informed and insure that plans are implemented on time.
4. Specifically oversee the duties of the Troop Scribe, Quartermaster, Chaplain and Troop Guides.
5. Maintain the Assistant Senior Patrol Leader notebook.
6. Wear their complete uniform correctly and at all times during Troop functions.
7. Always demonstrate Scout spirit.
8. Maintain a calendar of past and future patrol assignments for the opening and closing of each troop and PLC meeting.
9. Maintain a current roster of Scouts and advisors with correct telephone number (cell if available), and e-mail addresses.
10. Maintain a list of all troop and boy leaders and update as needed.
11. Maintain PLC agenda and minutes files for past and future meetings.
12. In charge of camp setup and breakdown at all campouts and events where overnight camping is part of the program.
13. Transition of Assistant Senior Patrol Leader to his replacement will include passing all of the above, current information to the new Assistant Senior Patrol Leader.
14. Is expected to be at all Troop campouts and summer camp except in extreme situations as agreed upon by the Scoutmaster.
15. Be in constant communication with the Senior Patrol Leader.