



*2014-15 Heart of America Council Venturing Officer's Association President*

*Position Description*

*Objective:* To provide leadership to the members of the Heart of America Council Venturing Officer's Association (VOA) through adherence to the program and policies of the council. He/She works with the VOA Adviser and VOA Staff Adviser to ensure the proper implementation of all VOA operations by the youth leaders and members of Venturing in the Heart of America Council.

*Responsibilities:*

- Reports to the Council Activities Committee Chair and serves as a member of that committee.
- Works with volunteer advisors and staff advisors of their own VOA and with Venturing presidents at the tiers above and below them.
- Appoints and supervises VOA liaisons, and additional optional VOA youth positions.
- Leads the youth officer selection process and interviews.
- Represents the VOA to Scouting leadership at the same tier.
- Motivates and coordinates the three vice presidents and any other appointed VOA members in assigned tasks and conducting meetings with them as needed.
- Helps train and mentor presidents in lower tiers.
- Plans and leads regular meetings of the VOA.
- Attend all appropriate meetings/trainings of council, area, region, and national functions as possible.
- Actively promote attendance by other Venturers at council, area, region and national events.
- Assists VOA members with the selection of subsidiary youth members.
- Assists the volunteer advisor with selection of subsidiary advisors.
- Tracks all goals for the VOA and provides regular progress reports to the Activities Committee.
- Follow all proper financial practices including budgeting within all areas of responsibility.
- Promotes the correct wearing of the Scout uniform by personal example.
- Conduct himself/herself at all times according to the highest standards of the Venturing Oath and Code.

*Key Dates:*

May 21 – VOA Leadership Transition Meeting  
July 11-13 – VOA Float Trip  
August 9 – VOA Triathlon  
October 31 – November 2 – VOA Haunted Trails  
January 24 – VOA Winter Event  
February – Area Venturing Leadership Conference  
March 1 – Venturing Leadership Award Nominations Due  
March 1 – 2015-16 HOAC VOA Nominations Due  
April 24 – VOA Banquet

VOA Meetings in 2013-14 were held on the second Monday of each month. In May, we have not held a meeting; rather we have held a transition meeting for the old officers to meet with the new officers and pass information along for the coming year. During the summer months (June & July), those meetings were suspended or rescheduled as needed. The second Monday date was not a good date, for other interested parties and many of the officers and adviser alike. I would recommend setting the VOA Meetings for a mid-week day (Tuesday, Wednesday, or Thursday) in the second half of the month. Most other council committees hold their meetings at this time and I would recommend we select one of those dates for the 2014-15 year. We should make those our standing dates for the future so that anyone who does take a leadership role in the VOA knows what the expectation is for those meetings. It will also provide our Crews some consistency should they want to get involved in the VOA more actively.

The Key 3 of the VOA (President, Advisor, Staff Advisor) would also meet one week prior to the VOA Meetings to review the agenda and other topics for the next week's meeting and long-term VOA business.

Area Events should be attended to the best of your ability as those event dates become available.

Additional items will be scheduled as deemed necessary by a member of the VOA Key 3, Scout Executive or by individuals related to the functioning roles of the VOA President. These items will be added as information becomes available.

*VOA Adviser:*

TBD

*Staff Adviser:*

Cortland Bolles

Heart of America Council, B.S.A.

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