

## 2014 Tamegonit Lodge Vice-Chief of Chapters

## Position Description

Objective:

To provide leadership to the members of Tamegonit Lodge through adherence to the program and policies of the lodge. He regularly reports to the Lodge Chief on the progress of the committees he oversees. He works with the Lodge Vice-Chief of Chapters Adviser to ensure the proper implementation of all lodge operations by the youth leaders and members of Tamegonit Lodge. Oversees the Chapter Chiefs and Advisers, and the OA Troop Representative and Cub Scout Connections Committees.

## Responsibilities:

- Be duly elected by the youth membership of the lodge. He must be under 21 years of age for the entire duration of his elected term, and must be a registered member of the BSA and dues paying member of the lodge.
- Attend all lodge activities and lodge executive committee meetings. Promote attendance and participation of lodge officers and committee chairmen. Attend appropriate section, region and national functions.
- Actively promote attendance by other OA members of lodge, council, section, region and national events, whether through the OA or not.
- Work with the Vice-Chief of Chapters Adviser to seek advice and training.
- Attend trainings to enrich the knowledge and ability to serve as Vice-Chief, including but not limited to Lodge Leadership Development and National Leadership Seminar.
- Provide leadership in the planning and execution of the coming year's lodge events.
- Assist the Lodge Chief with providing potential lodge operating committee chairmen for the committees you oversee.
- Assist in establishing annual goals and objectives for the committees he oversees, aiding in the attainment of JTE Gold Level recognition.
- Provide the Lodge Chief with agenda items from lodge officers and committee chairmen for the LEC Meetings in advance of the LEC Meetings.
- Provide direction and support to Chapter Chiefs in running programs at the chapter level including training of Chapter Chiefs so they become familiar with the responsibilities.
- Work directly with the Chapter Chiefs to ensure they are completing their assigned duties.
- Identify best practices in chapters to assist chapters with guidance and advice to grow chapter operations.
- As possible, visit chapter meetings throughout the council to share the direction of the lodge and solicit feedback from chapters about what they need to improve their operation.
- Regularly contact and encourage all Chapter Chiefs to attend LEC Meetings. If they are unable to attend, get a chapter progress report from the Chapter Chief to bring to the upcoming LEC Meeting.
- Along with each Chapter Chief, help manage the budgeted lodge money of each chapter. Follow all proper financial practices including budgeting within all areas of responsibility.
- Ensure all needed supplies are available for use by the chapters.
- Delegate duties to Chapter Chiefs.
- Promotes the correct wearing of the Scout uniform by personal example.
- Conduct himself at all times according to the highest standards of the Scout Oath, Law, and OA
  Obligation.

Key Dates:

January 4, 2014 – Winter Banquet

January 16, 2014 – Lodge Executive Committee Meeting

February 15-16, 2014 – OA Trading Post Service Project

February 20, 2014 – Lodge Executive Committee Meeting

March 20, 2014 – Lodge Executive Committee Meeting

**April 4-6, 2014 – NLS & NLATS** 

April 5-6, 2014 - OA Induction Planning & Training Weekend

April 11-13, 2014 – OA Section C5B Conclave (hosted by Tamegonit Lodge at Naish Scout Reservation)

April 17, 2014 – Lodge Executive Committee Meeting

April 25-27, 2014 – Spring Induction Weekend #1

May 9-11, 2014 – Spring Induction Weekend #2

May 15, 2014 – Lodge Executive Committee Meeting

May 16-18, 2014 - Scouting 500

June 4-5, 2014 – Summer Induction #1

**June 11-12, 2014 – Summer Induction #2** 

July 2014 – Bartle Brotherhood Conversion Ceremony (Bartle Staff Members Only)

**July 2014 – Rotary Camp Inductions** 

**August 9-10, 2014 – OA Trading Post Service Project** 

August 14, 2014 – Lodge Executive Committee Meeting

August 15-17, 2014 – Fall Induction Weekend #1

September 5-7, 2014 – Fall Induction Weekend #2 (Bartle Scout Reservation)

September 18, 2014 – Lodge Executive Committee Meeting

September 19-21, 2014 – Tamegonit Lodge 75<sup>th</sup> Anniversary Celebration

September 2014 – American Royal Parade (Dance Team, Ceremony Team, lodge members)

October 4, 2014 – Vigil Banquet

October 16, 2014 – Lodge Executive Committee Meeting

October 18, 2014 - Lodge Leadership Development

November 15-16, 2014 – OA Trading Post Service Project

November 20, 2014 – Lodge Executive Committee Meeting

December 18, 2014 – Lodge Executive Committee Meeting

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

Lodge Adviser:

Kelsie Clark

Phone: 816.430.5654 – Cell: 816.305.4078 – email: kelsie.clark@atk.com

Staff Adviser:

**Cortland Bolles** 

Heart of America Council, B.S.A.

10210 Holmes Rd, Kansas City, MO 64131-4212

Phone: 816.569.4955 - Cell: 913.709.4890 - Fax: 816.942.8086 - email: cortland.bolles@scouting.org

## **Election Candidacy Agreement**

Dear Lodge Officer Candidate and Parent/Guardian:

Thank you for wanting to serve as a lodge officer for the upcoming year. Serving as a lodge officer is a unique and exciting opportunity. The success of the lodge depends on each lodge officer, and their appointed adviser, to make a commitment of their time, talent and energy. If you have any questions or are unsure about what will be asked of you as a lodge officer, please talk with one of the current officers or advisers before completing this form. To be considered eligible to run for any elected lodge office, this form MUST be submitted to the Lodge Adviser on or before the Friday evening of Fall Fellowship before Lodge Officer Elections take place the following night.

| I petition to become a Candidate for the office of                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                            | for the year 20                                                                                                                                        |
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| Name:                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Troop #:                                                                                                                                                                                                                                                                                                   |                                                                                                                                                        |
| Chapter Name:                                                                                                                                                                                                                                                                                  | District: _                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                            |                                                                                                                                                        |
|                                                                                                                                                                                                                                                                                                | Email:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                            |                                                                                                                                                        |
| October 18, 2014 is mandatory fattend National Leadership Sem                                                                                                                                                                                                                                  | for all elected officers. To further inar (NLS). Tamegonit Lodge is                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | ge Leadership Development on Octo<br>enhance my leadership skills, I will<br>able to provide financial assistance t<br>I attended or will attend NLS was /                                                                                                                                                 | make all efforts to o any Scout requiring it                                                                                                           |
| and Lodge Adviser before making                                                                                                                                                                                                                                                                | ng a commitment to serve as a lod<br>cer is expected meet the objectives                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | ort and understanding of their parents ge officer. This is a crucial part of es and responsibilities of his position                                                                                                                                                                                       | ensuring the success of                                                                                                                                |
| assigned to him to work as a tea<br>their time to mentor motivated A<br>exceed what is normally asked of<br>their adviser, their fellow officer<br>Lodge Officers are expected to be<br>what is required of them as a loo<br>responsibilities well. Since the officer who finds that he cannot | m with their officer. Advisers in the Arrowmen. Advisers train, coach, of young men in high school or coars and chairmen, and with other A doe able to budget their time between the officer. A great many officers deffective operation of a Lodge with a coarse of the coa | the OA are experienced Scouters when and guide their officers to complete llege. Lodge officers are expected to the rrowmen. Service as a lodge officer en school, family, religious and othe shave served with distinction and may have a very dependent on each alance these duties with other complete. | o enjoy volunteering assigned duties that diligently work with is not for everyone. It responsibilities with anaged their other ach Lodge Officer, any |
| I attest that the above Arrowman responsibilities of being a lodge                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | negonit Lodge Officer and we have                                                                                                                                                                                                                                                                          | discussed the                                                                                                                                          |
| Candidate Signature                                                                                                                                                                                                                                                                            | Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Parent/Guardian Signature                                                                                                                                                                                                                                                                                  | Date                                                                                                                                                   |
| Unit leader signature certifies ac                                                                                                                                                                                                                                                             | ctivity and leadership in a troop:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Unit Leader Signature                                                                                                                                                                                                                                                                                      | Date                                                                                                                                                   |
| Lodge Adviser signature certifie                                                                                                                                                                                                                                                               | es understanding of leadership resp                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | ponsibilities within the lodge:                                                                                                                                                                                                                                                                            |                                                                                                                                                        |
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The Lodge Adviser signature must be the last signature on the form after all other signatures are completed. A candidate will not be allowed to run until all signatures on this petition are obtained. If there is a problem obtaining any of the above signatures, contact the Lodge Adviser 15 days prior to the Lodge Fall Fellowship.