



## *2014 Tamegonit Lodge Chapter Chief*

### *Position Description*

*Objective:* To provide leadership to the members of the Chapter through adherence to the program and policies of the lodge and chapter. He works with the Chapter Adviser to ensure the proper implementation of all chapter operations by the youth leaders and members of the Chapter. He organizes and presides over the monthly Chapter Meetings.

*Responsibilities:*

- Be duly elected by the youth membership of the chapter. 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 appropriate meetings of the chapter, lodge, section, region, and national OA functions.
- Actively promote attendance by other OA members of chapter, lodge, section, region and national events, whether through the OA or not.
- Work with the Chapter Adviser to seek advice and training.
- Attend trainings to enrich the knowledge and ability to serve as Chapter 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 chapter and lodge events.
- Establish annual goals and objectives for the chapter to support the attainment of JTE Gold Level recognition.
- Attend all chapter and lodge activities and lodge executive committee meetings to be aware of all lodge functions and to share that information with chapter members.
- Assign chapter members to chapter operating committees.
- Attend meetings of lodge operating committees related to your role as Chapter Chief.
- Preside over all Chapter Meetings. Work from an agenda you establish in consultation with the chapter Adviser.
- Responsible for planning and conducting chapter activities through chapter officers and committee chairmen.
- Contact OA Troop Representatives in your chapter to attend chapter meetings and follow-up with those that do not attend chapter meetings to relay important OA information to all OA members.
- Delegate duties to fellow chapter officers and committee chairmen.
- Assist and support camp promotions and unit elections within the Chapter. Oversee the Callout of all newly elected members in the spring, prior to Induction Weekends.
- Sees that the chapter seeks support from the lodge if available and when needed to run chapter program.
- Follow all proper financial practices including budgeting within the chapter. Adhere to the chapter budget provided by the Lodge for yearly operations.
- Promotes the correct wearing of the Scout uniform by personal example.
- Works with the adviser in providing lodge officers and chairmen with unit contact information.
- 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

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*Staff Adviser:*

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