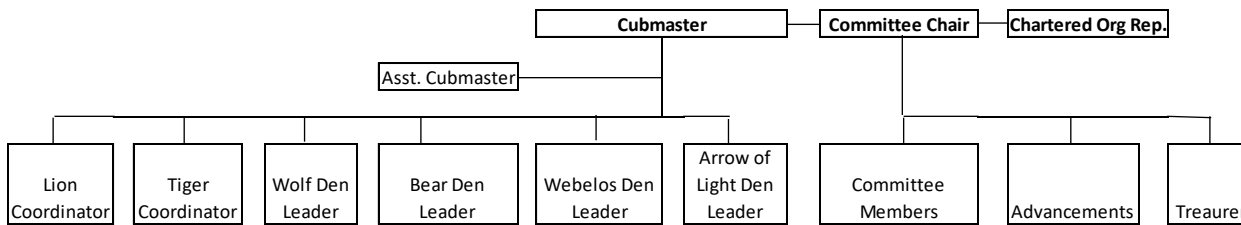


## Fox Valley District – New Cub Scout Leader Helps

At a glance organization of a typical Cub Scout Pack:



What are the **DUTIES** of these leader positions?

The **Cubmaster's** responsibilities are to:

- Complete Cubmaster training. Attend monthly roundtables.
- Plan and help carry out the Cub Scout program in the pack according to the policies of the BSA.
- Lead a monthly pack meeting, with the help of other leaders.
- With the pack committee, develop a recruitment plan for recruiting boys into Cub Scouting.
- See that the pack program, leaders, and Cub Scouts positively reflect the interests and objectives of the chartered organization and the BSA.
- Work with the pack committee on program ideas, recruiting adult leaders, and establishing a budget plan.
- Guide and support den leaders. See that they receive the required training for their positions.
- Help organize and encourage graduation into a Boy Scout troop by establishing and maintaining good relationships with Boy Scout troops.
- Maintain good relationships with parents and guardians. Seek their support and include them in activities.
- Take part in the charter review meeting (with Eddie.)
- Request den chiefs for all Cub Scout dens and recognize the den chiefs at pack meetings.
- Conduct advancement, recognition, and graduation ceremonies. For Webelos ceremonies, involve Scoutmasters and other Boy Scout leaders.

### Den Leader Responsibilities:

- Work directly with other den and pack leaders to ensure that the den is an active and successful part of the pack.
- Plan, prepare, and conduct den meetings with parents of Scouts in your dens and den chiefs.
- Attend the pack leaders' meetings.
- Lead the den at the monthly pack activity.
- Ensure the transition of Cub Scouts to a den of the next rank at the end of the year.

**Tiger Cub** den leaders should do the following.

- Coordinate shared leadership among the Tiger Cub adult partners in the den.
- Ensure that each Tiger Cub and his adult partner have the opportunity to be the host team, planning and executing the den activities, rotating responsibilities monthly.

**Cub Scout** den leaders should keep in mind these responsibilities.

- Help train the den chief and guide him in working with Cub Scouts. See that he receives recognition for his efforts at den and pack meetings.

The **Webelos** den leader should remember these responsibilities:

- Help train the Webelos den chief and guide him in leading Webelos Scouts. See that they receive recognition for their efforts at den and pack meetings.
- Provide worthwhile tasks for the Webelos Scout so that he can assume some responsibility and gain satisfaction from his efforts.
- Along with the Scoutmasters, plan and conduct meaningful joint activities with Boy Scout Troop.
- Plan and carry out overnight campouts and other outdoor activities.

### **Pack Committee Chair**

The pack committee chair leads the pack committee and thus is responsible for the administration, oversight, and support of the pack program. The pack committee chair's role is to:

- Maintain a close relationship with the chartered organization representative.
- Confer with the Cubmaster on policy matters relating to Cub Scouting and the chartered organization.
- Supervise pack committee operations by calling and presiding at pack leaders' meetings and assigning duties to committee members.
- Plan for pack charter review, roundup, and re-registration.
- Approving bills before payment by the pack treasurer.
- Conduct the annual pack program planning conference and pack leaders' meetings.
- Ask the committee to assist with recommendations for a new Cubmaster, assistant Cubmasters, and den leaders, as needed.
- Recognize the need for more dens, and see that they are formed as needed.
- Work with the chartered organization representative to provide adequate and safe facilities for pack meetings.
- Cooperate with the Cubmaster on council-approved money-earning projects so the pack can earn money for materials and equipment.
- If the Cubmaster is unable to serve, assume active direction of the pack until a successor is recruited and registered.
- Appoint a committee member or other registered adult to be responsible for Youth Protection training.
- Develop and maintain strong pack-troop relationships, and work closely with the unit commissioner and other pack and troop leaders in bringing about a smooth transition of Webelos Scouts into a troop.



### **Pack Committee Member**

- Ideally, this is all of the other parents who are not in a role already established above.
- Committee Members join in the planning of Pack activities and are actively involved in some aspect of Pack needs. (Ex: this could be a Pack Treasurer, Pinewood Derby Chair, Popcorn Kernel, etc.)
- Committee Members serve under the guidance of the Committee Chair.

## TRAINING

Training for any of these positions can be found online at: <http://threefirescouncil.org/training/>

- Appropriate and available literature, including the *Den & Pack Meeting Resource Guide*, are available at the Scout Shop in St. Charles, or online.
- You DO NOT have to re-create the wheel. Everything is already prepared for you!

**Youth Protection Training** is required of all registered leaders and must be completed online and can be found at the same web page.

**Fox Valley District Roundtables** provide networking and training each month. They are generally held on the first Thursday of each month at Fox Valley Presbyterian Church in Geneva beginning at 7:00pm. All scout parents / leaders are welcome and encouraged to attend.

## FUNDRAISING AND PACK FINANCES

Each pack sets its own annual budget to cover planned outings and activities. Many packs charge annual dues to fund at least part of their budget. These pack dues can be added on to the registration fees charged by the Council annually. The primary Council-supported fundraiser for Cub Scout is Trail's End popcorn sales. Each pack should have a person serve as their popcorn "kernel" to coordinate the sales. An average of 70% of the profit stays local – with half going to the pack and half going to the Council.

## SUPPORT FOR PACKS

In the St Charles, Geneva, Batavia, South Elgin area you are within the Fox Valley District. Fox Valley District is a part of Three Fires Council. Please see our web pages for more information:

[www.foxvalleydistrict.org](http://www.foxvalleydistrict.org)

[www.threefirescouncil.org](http://www.threefirescouncil.org)

<http://threefirescouncil.org/tools-for-leaders/>

Our District also has a Facebook page which is FoxValleyDistrict – TFC

All Cub Scout programs follow the policies and guidance from Boy Scouts of America. Many resources are available online on the national web page at:

[www.scouting.org](http://www.scouting.org)

Uniforms and books can be purchased at one of our scout shops. See the Council web page for their locations and hours.

For more information contact:

Fox Valley Training Chair – Nick Dzierzanowski – [nickd03@sbcglobal.net](mailto:nickd03@sbcglobal.net)

Fox Valley District Commissioner – John Pettey – [jrpettey@sbcglobal.net](mailto:jrpettey@sbcglobal.net)

Fox Valley District Committee Chair – Dan Brewster – [dan@n2dan.com](mailto:dan@n2dan.com)

Fox Valley District Executive – Eddie Stahl – [eddie.stahl@scouting.org](mailto:eddie.stahl@scouting.org)

Summer Day Camp: [www.tfcdaycamps.org/](http://www.tfcdaycamps.org/)