



PACK 503 VOLUNTEERS NEEDED

Vol. 4, Special Issue

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DESCRIPTIONS	
COMMITTEE CHAIRMAN	<p>Availability: Barry Robinson is the current Committee Chairman. A replacement Committee Chairman will be required before March 2007.</p> <p>Position Description: This is an important role in the operation of Pack 503 with an opportunity to participate in the success of the Pack 503 scouting program. This role interacts with Prairie Home and School (the Pack 503 Chartering organization) and leadership in the Three Fires Council and Thunderbird District to keep Pack 503 properly organized and operational. The Committee Chairman works with the scouting parents to address any of their concerns with their son's scouting experience and identifies volunteers for the many roles required for the smooth operation of Pack 503.</p> <p>Time Commitment: Approximately 90 minutes per month attending Boy Scouts of America Thunderbird District planning Pack Committee meetings and 90 minutes per month hosting the Pack Committee meetings. Additional time commitments throughout the year to meet with parents and den leaders and to attend Three Fires Council and Thunderbird District planning meetings and orientation events.</p> <p>Prior Experience: None required. Training will be provided by Pack 503 Committee members and the Three Fires Council BSA program.</p>
ASSISTANT SCOUT MASTER	<p>Availability: This position is available immediately.</p> <p>Position Description: This is a critical role in Pack 503 with a great opportunity to enhance the enjoyment that scouts receive in the scouting program. This person assists the Scout Master run the monthly Pack meetings. Pack meetings are held at Prairie School once a month (usually on the third Thursday of the month) from 7:00 pm through 8:00 pm during the months of September through May. The Assistant Scout Master will run the monthly Pack meetings if the Scout Master is unavailable.</p> <p>Time Commitment: Approximately 90 minutes per month attending Pack Committee meetings and 90 minutes per month assisting at the Pack meetings. Optional assistance may be required to organize the scouts and parents at the monthly pack activities.</p> <p>Prior Experience: None required. Training will be provided by Pack 503 Committee members and the Three Fires Council BSA program.</p>
MEMBERSHIP CHAIRMAN	<p>Availability: Trish Brown is the current Membership Chairman. This position is available immediately; a replacement candidate is required before the September 14 Round-up.</p> <p>Position Description: This is an important role for the on-going operation of Pack 503. This volunteer will ensure the timely enrollment of new scouts into Pack 503 in September at the start of the school year. This requires coordinating Boy Scouts of America (BSA) promotional material through the Three Fires Council offices and hosting a meeting at Prairie School to describe the scouting program to prospective scouts and their parents. When parents and</p>

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	<p>scouts commit to scouting this role assists parents to complete the scout enrollment sheets; collects Pack Dues; and enroll the scout. This person will organize new Tiger scouts into Den assignments and work with parents to identify a new den leader. In addition this volunteer will re-enroll all scouts at the start of the new scouting year in April and re-charter the Pack for the new scouting year. These services can be performed on-line through the Three Fires Council BSA Web Site.</p> <p>Time Commitment: Approximately 90 minutes per week during membership months of April and September. Will host two separate one hour Cub Scout Round-up sessions at Prairie School; one in September (fall round-up) and one in April (spring round-up).</p> <p>Prior Experience: None required. Proficiency with PC computer and Excel desirable. Training will be provided by Pack 503 Committee members and the Three Fires Council BSA membership training programs.</p>
<p>NEWSLETTER EDITOR</p>	<p>Availability: This position is available immediately.</p> <p>Position Description: This is an important role for the on-going operation of the pack by providing timely communication of Pack news and events to parents and scouts. Monthly newsletters are posted on the Pack 503 Web Site by the Pack 503 Web Site administrator.</p> <p>Time Commitment: Approximately 90 minutes per month attending Pack Committee meetings and three hours per month collecting articles and pictures from Pack Committee members and Den leaders and formatting into the monthly newsletter.</p> <p>Prior Experience: None required. Proficiency with PC computer and experience with word processing and publishing software highly desirable. Previous newsletters and existing newsletter templates are available if required.</p>
<p>PINEWOOD DERBY ASSISTANT CHAIRMAN</p>	<p>Availability: This position is available immediately.</p> <p>Position Description: This volunteer role provides important support to the smooth running of the annual Pinewood Derby race. This involves organizing the pinewood derby cars by scout level and organizing the volunteers to schedule the cars into heats. It is hoped that the person who assists with running the Pinewood Derby in January 2007 will take full responsibility for running the Pinewood Derby in January 2008.</p> <p>Time Commitment: Approximately 90 minutes per week in the two weeks prior to the Pinewood Derby in January with a four hour time commitment during the set-up; running and tear down of the Pinewood Derby track on the day of the Pinewood Derby.</p> <p>Prior Experience: None required. Proficiency with PC computer and Access (or other data management software) highly desirable. Training will be provided by Pack 503 Committee members.</p>
<p>SUMMER CAMP ACTIVITIES COORDINATOR</p>	<p>Availability: This position is available immediately.</p> <p>Position Description: This volunteer provides important support to the Pack by coordinating cub scout attendance to the Scout and the Webelos Summer Camp programs. This volunteer attends Three Fires Council planning events and reserves spots for Pack 503 scouts in the two summer scouting programs. This volunteer distributes summer camp sign up forms at Pack Meetings and through the Den leaders and collects summer camp registrations and forwards to Three Fires Council. A final responsibility is to arrange Pack 503 parent volunteers to assist at the day camps.</p> <p>Time Commitment: Approximately 90 minutes per month during the months of January through July with a small increase in time commitment during the months on May through July.</p> <p>Prior Experience: None required. Training will be provided by Pack 503 Committee members and the Three Fires Council BSA program.</p>