

TROOP 642 · OFFICE JOB DESCRIPTION

Senior Patrol Leader

MINIMUM RANK	PRIOR OFFICE	ATTENDANCE
Life Scout	Assistant Senior Patrol Leader	90% of meetings

Job Description

1. Live by the Scout Oath and Scout Law. Let your actions at home, at school, and at Scouting events show that you know and live by them.
2. Work with the Scoutmaster and Assistant Scoutmasters to give every member of the troop the best possible Scouting experience.
3. Attend and run every Patrol Leaders' Council (PLC) meeting, with support from the Scoutmaster and Assistant Scoutmasters.
4. Attend and lead every troop meeting, drawing on the Scoutmaster and Assistant Scoutmasters as resources to keep meetings informative, productive, and fun.
5. Attend troop campouts and show leadership and Scout spirit.
6. Wear the Field uniform correctly at troop meetings — proper shoes, socks, pants or shorts, belt, shirt, and merit badge sash — with the correct insignia sewn on your shirt.
7. Show Scout spirit and be a positive example for every Scout.
8. Follow through promptly on assignments from the Scoutmaster or Assistant Scoutmasters.
9. Delegate tasks to the Assistant Senior Patrol Leaders and other youth leaders as needed, and follow up to make sure delegated work gets done well.

Expectations

1. Attend at least 90% of troop and PLC meetings, plus every troop campout and summer camp during your term, unless the Scoutmaster excuses you in advance.
2. Prepare an agenda and a backup plan for every meeting and event, and share them with your ASPLs.
3. Check in with the Scoutmaster every Monday of a meeting week to review upcoming activities. Plan each meeting and campout together, then pass issues and assignments to the ASPLs and follow up with them.
4. Run the troop's communication plan through the ASPLs, Patrol Leaders, and Assistant Patrol Leaders so every Scout hears about meetings and campouts.
5. Share responsibility by delegating through the ASPLs and other troop leaders.

Resources

Scouts BSA Handbook • Scoutmaster(s)

Weekly Meeting Format

The Senior Patrol Leader opens and closes each weekly troop meeting using this script. Fill in names as needed.

1. Call the meeting to order at 7:30 p.m. by saying:
   > *"Troop, attention — all rise."*
2. Once everyone is attentive, open with the flag ceremony:
   > *"Color Guard, present the colors."*
   >
   > *"Color Guard, present the American flag."*
   >
   > *"Scout _____, please lead us in the Pledge of Allegiance."*
   >
   > *"Color Guard, present the troop flag."*
   >
   > *"Scout _____, please lead us in the Scout Oath and Law."*
   >
   > *"Scout _____, please lead us in a prayer."*
3. Seat the troop:
   > *"Troop, be seated."*
4. Call for attendance:
   > *"Scribe, please take the roll."*
5. After roll call, have each Patrol Leader (or designated leader) present the patrol for uniform inspection:
   > *"Instructor _____, please inspect the _____ Patrol."*
6. Once inspections are done and everyone is seated, ask:
   > *"Are there any announcements?"*
7. After announcements, call a ____-minute break.
8. After the break, bring everyone back to their seats and introduce the evening program and its presenter.
9. When the program ends, ask once more:
   > *"Are there any announcements?"*
10. Close the meeting with the Scoutmaster's benediction:
    > *"Please rise, Scout sign, to the center — and now may the Great Scoutmaster of all Scoutmasters be with us until we meet again."*