

Cub Scout Pack

250

WALTHAM, MA

Chartered by the First Parish in Waltham



2016 - 2017

Parent Handbook

Introduction

Congratulations! You have chosen to give your son a wonderful opportunity to grow, learn and work with you on his own personal achievements, all while having fun.

This manual is intended to provide you, the parent or guardian of a Cub Scout, with an overview of the program provided by Cub Scout Pack 250. It includes background information on Scouting, a description of our program, opportunities for you to help your son's pack excel, and resources for you, your Cub Scout, and the Pack.

Pack 250 has been meeting in Waltham, MA for over 50 years and continues to thrive due to the dedication of its volunteer leaders and parents like you! We believe that Scouting is an important part of the physical, mental, and spiritual development of our boys.

Pack 250 is in the Sons of Liberty District, one of several districts of the Spirit of Adventure Council, Boy Scouts of America. We are chartered annually by the National Council of the Boy Scouts of America, which is chartered by the Congress of the United States of America!

Table of Contents

THE PROGRAM

| | |
|--|-----------|
| Cub Scouting and Your Family | 2 |
| The Impact of Scouting | 3 |
| Purposes | 4 |
| Organization | 4 |
| Sponsorship | 5 |
| Funding / Registration Costs | 6 |
| Advancement | 7 |
| Basic Concepts | 9 |
| Meetings | 9 |
| Activities | 9 |
| Outdoor Program | 10 |
| Competitive Activities and Sports | 10 |
| Uniforms | 10 |
| Parent guide for den meetings | 13 |
| Pack Leadership | 14 |
| Permanent Positions | 14 |
| Coordinator Positions | 16 |
| Training | 18 |
| Publications | 18 |
| Contact Information | 19 |

The Program

In 1930, the Boy Scouts of America created a new opportunity called Cub Scouts for boys younger than Boy Scout age. A year-round, home-centered program used by chartered organizations, Cub Scouting emphasizes involvement between boys and their parents, adult leaders, and friends. In the multidimensional plan of the Boy Scouts of America, Cub Scouting is where it all begins.

Cub Scouting and Your Family

The Cub Scout program helps to meet your boy's growth needs. As a boy develops, he has specific development needs such as:

1. **To learn new physical skills.** He can do this through games, sports and craft. As he develops his coordination, he gains a sense of worthiness and acceptance by his peers.
2. **To learn to get along with boys of his same age.** He needs to form friendships with other boys. He needs to learn how to balance giving and receiving affection if he is to relate well to his peers. He needs to belong to a group of boys his own age. Being a part of a Cub Scout den help fulfill these needs.
3. **To develop his mental processes.** He can develop his mental processes by reading, writing and calculating. He needs opportunities to use language to express ideas and to influence others. He must move from a preoccupation with self to understanding how and what others think of him. Opportunities for observation and experimentation will help him learn self-reliance. Den activities and meetings, along with the advancement program, help him develop mentally.
4. **To develop a value system.** He is developing a sense of what is right and wrong and what is fair and unfair. He will do this by cooperating with other boys, by being taught, by examples of adults, and from positive reinforcement. He begins to develop democratic social attitudes.
5. **To develop personal independence.** He is becoming less dependent on adults. His same-age friends become important to him. In his den, and in the pack, he exercises his independence while learning to get along with others.

Your son also needs to belong to a “group” of boys his own age. This group is a key component of the Cub Scout program. A den is like a neighborhood group of six or eight boys in which he will achieve status and recognition.

As you learn more about how Cub Scouting works and what goes on in a den and a pack, you will see that the program helps your boy in these five important developmental needs. The uniqueness of Cub Scouting is that you, as his family, join the program with your boy. You will help him all along the way.

The Impact of Scouting

Boy Scout Alumni are:

| | | | |
|-----|---|-----|-----------------------------|
| 71% | of football captains | 65% | of basketball captains |
| 85% | of student council presidents | 88% | of school newspaper editors |
| 77% | of editors of school annuals | 80% | of junior class presidents |
| 89% | of senior class presidents | 65% | of college graduates |
| 65% | of U.S. Congress | 85% | of Airline Pilots |
| 72% | of Rhodes scholars | 85% | of F.B.I. agents |
| 26 | of the first 29 astronauts | | |
| 11 | of the 12 who walked on the moon | | |
| 108 | of 172 astronauts were Boy Scouts, over half of the 108 attained Star, Life or Eagle rank | | |

For every 100 Youths involved in Scouting:

- 1 will use Scout skills to save a life
- 1 will use Scout skills to save his own life
- 2 will become Eagle Scouts
- 8 will enter professions first learned through the Merit Badge system
- 17 will become Scouting volunteers & pass their skills, inspiration, and leadership to others
- 18 will develop hobbies that will give them lifelong interests

Only rarely will one appear in a juvenile court.

And yet, Scouting reaches only 25 percent of the youth in this country.

Purposes

The Cub Scouting program has 10 purposes related to the overall mission of the Boy Scouts of America – to build character, learn citizenship, and develop personal fitness:

1. Character Development
2. Spiritual Growth
3. Good Citizenship
4. Sportsmanship and Fitness
5. Family Understanding
6. Respectful Relationships
7. Personal Achievement
8. Friendly Service
9. Fun and Adventure
10. Preparation for Boy Scouts

Organization

The Pack is a group made up of several dens. The Pack includes not only the boys in those dens, but also their families, and their leaders. The Pack meets once a month with Cub Scouts, leaders, parents and other family members attending. The Pack meeting is the climax of the month's den meetings and activities. It gives the dens something to look forward to and work toward. This is a chance to recognize the scouts, their parents, and their leaders for achievements. In addition to its regular meetings, the Pack sponsors certain special projects. These include community projects (e.g., parish or community cleanup and service projects), outdoor activities (e.g., field trips, family campouts, etc.), and fun competitions (e.g., Pinewood Car Derby).

Boys in the first through fifth grades may join a Cub Scout pack and be assigned to a den, usually made up of boys in a neighborhood who form a natural playgroup.

The den allows scouts to get to know each other better and engage in activities that would be difficult in Pack meetings. Den meeting activities are planned around monthly themes and include games, handicrafts, outdoor fun, and taking part in simple ceremonies and songs. Work on advancement requirements is included, but parents are vital helpers in completing requirements for advancement. The Den Leaders will ask for special assistance from parents (helping with a meeting, sharing a special skill, or providing a snack for the scouts).

Dens are organized by rank. Ranks are organized by grade and age. Keep in mind that grade is the primary determination for ranking and age is the backup.

- ❑ TIGER CUBS -- In the first grade, (or 7 years old)
- ❑ WOLF SCOUTS -- In the second grade, (or 8 years old)
- ❑ BEAR SCOUTS -- In the third grade, (or 9 years old)
- ❑ WEBELOS SCOUTS -- In the fourth and fifth grade, (or 10 years old)

Scouts can earn the Arrow of Light six months after completing the fourth grade, or six months after turning ten. The Arrow of Light is the highest award a Cub Scout can earn.

The pack leadership consists of the Chartered Organization Representative, the Pack Committee, the Pack Committee Chairman, Cubmaster, Assistant Cubmaster(s), Den Leaders, and Assistant Den Leaders. A leader must be at least 21 years of age, appointed by the chartered organization and registered as an adult leader of the BSA. All adult leaders must attend Youth Protection and Cub Scout Leader Basic Training, a one-day training course organized by the council.

The Committee meets once per month during the school year to plan pack meetings and other pack activities.

The chartered organization representative is the direct contact between the pack and the chartered organization. This individual is also the organization's contact with the district committee and the local council. The chartered organization representative may become a member of the district committee and is a voting member of the council.

Cub Scout Pack 250 is made up of boys mostly from Waltham. The boys meet in small groups (dens) of 5 to 9 boys. Each den has a trained adult leader and assistant.

Detailed information on the Pack leadership can be found on the pack website <http://pack250.com>.

Sponsorship

Like other phases of the Scouting program, Cub Scouting is made available to groups having similar interests and goals, which include professional organizations, and religious, educational, civic, fraternal, business, labor, and citizens' groups. These "sponsors" are called chartered organizations. Each organization appoints one of its members as a chartered organization representative. The organization, through the committee, is responsible for leadership, the meeting place, and related materials for pack activities. The chartered organization for Pack 250 is the First Parish in Waltham.

Funding / Registration Costs

Groups responsible for supporting Cub Scouting are the boys and their parents, the pack, the chartered organizations, and the community. Packs obtain income by working on approved money-earning programs. The community, including parents, supports Cub Scouting through the United Way, Sustaining Membership Enrollment, bequests, and special contributions to the BSA local council. This provides leadership training, outdoor programs, council service centers, and other facilities, as well as professional service for units.

Pack 250 presently holds two type of fund-raisers. We sell “popcorn” and with our Boy Scout Troop, sell food at two annual Gore Estate events.

Each boy is encouraged to sell as much popcorn as he can, as this is the primary fundraiser for our pack.

Each parent / family is asked to participate in either the spring or fall event at the Gore Estate.

The registration fee for our Pack is \$100 per year. These fees are used to cover the cost of direct program expenses provided to our Cub Scouts. These item are listed below. Pack fundraisers are used to cover the cost of activities, advancement awards and recognition, program supplies and leader registration fees.

- Cub Scout Book, Uniform Patch and Pinewood Derby Car - \$23
- Boy Scout National Registration and Insurance - \$32
- Annual Subscription to Boy's Life Magazine - \$12
- Spirit of Adventure Activity Program Membership - \$30

The registration fees cover about 50% of the cost of running our Pack. The remainder is funded from our fund -raisers mentioned above.

All boys should have an opportunity to participate in Scouting. If the registration fees are a financial barrier to joining Scouting please speak with the Cubmaster or Committee Chair for scholarship and fundraising opportunities. No boy should be denied the opportunity for a Scouting experience.

Advancement

Tiger Cubs, Cub Scouts and Webelos Scouts have a plan of advancement for each boy that emphasizes learning by doing. The boy works on requirements based on his school grade or age. The requirements for each rank are detailed and tracked in the handbook for that rank.

Bobcat

When a boy becomes a Cub Scout, his parent teaches him the Bobcat requirements: learning the Cub Scout Promise, Law of the Pack, handshake, salute, sign, and motto. Bobcat requirements can be earned by any scout, but must be earned prior to any other rank being awarded.



Tiger Cubs

Tiger Cub dens are made up of first-grade boys and their adult partners. A Tiger Cub Den Leader supervises the Tiger Cub program. The program is conducted on two levels. First, the Tiger Cub and his adult partner meet in the home to conduct activities for the whole family. Second, the Tiger Cub and his adult partner meet three times a month with other Tiger Cubs and adult partners in the den, using the Tiger Cub Handbook to complete required achievements and optional electives; one of the monthly meetings will involve a "Go See It" activity or field trip.



To earn the Tiger badge, a boy must complete six required adventures with his den or family and one elective adventure of his den or family's choosing. As the boy completes each adventure, he will receive the adventure loop for that adventure, which he can wear on his belt. When the boy has completed the seven required adventures, he can receive the Tiger badge. The Tiger badge is given to the boy's adult partner at a pack meeting. Then, during a grand ceremony, the adult gives the badge to the boy.

After he has earned the Tiger badge, a Tiger Scout can work on the remaining 12 Tiger electives until he finishes first grade (or turn 8 years old). He can choose elective adventures that may show him new hobbies and teach him skills that will be useful during his Boy Scout years. When he completes an elective adventure, he receives an additional adventure loop to wear on his belt.

Wolf

If a Cub Scout has completed the first grade, he may begin working on his Wolf achievements. Den meetings are held weekly, led by the den leader and assisted by other den parents; meetings may be held weekdays after school, or on the weekend.



To earn the Wolf badge, a boy must complete six required adventures and one elective adventure. His parent or guardian and den leader approves each requirement by signing his book, and the boy receives an adventure loop for each adventure. When the boy has met all requirements, the Wolf badge is presented to his parent or guardian at the next pack meeting. During an impressive ceremony, the parent or guardian then presents the badge to the boy.

After he has earned the Wolf badge, a Wolf Scout can work on the remaining 12 Wolf electives until he finishes second grade (or turns 9 years old). He can choose elective adventures that may show him new hobbies and teach him skills that will be useful during his Boy Scout years. When he completes an elective adventure, he receives an additional adventure loop to wear on his belt.

Bear

When a Cub Scout has completed the second grade, he begins working on his Bear achievements. Den meetings are held weekly, led by the den leader and assisted by other den parents; meetings may be held weekdays after school, or on the weekends.



To earn the Bear badge, a boy must complete six required adventures and one elective adventure. His parent or guardian and den leader approves each requirement by signing his book, and the boy receives an adventure loop for each adventure. When the boy has met all requirements, the Bear badge is presented to his parent or guardian at the next pack meeting. During an impressive ceremony, the parent or guardian then presents the badge to the boy.

After he has earned the Bear badge, a Bear Scout can work on the remaining 12 Bear electives until he finishes third grade (or turn 10 years old). He can choose elective adventures that may show him new hobbies and teach him skills that will be useful during his Boy Scout years. When he completes an elective adventure, he receives an additional adventure loop to wear on his belt.

Webelos

After completing the third grade, a Cub Scout graduates with ceremony into a Webelos den. This is a special den for boys in the fourth or fifth grade. The Webelos Scout program is more challenging to the older boy – in fact, he's now called a Webelos Scout and wears a different uniform signifying his new status. Also, his Webelos den leader rather than his parent approves the Webelos Scout's advancement. He begins work immediately on the Webelos badge.



Webelos Scouts get to work on the five required Webelos adventures and choose two of the 18 elective adventures that are shared by the Webelos and Arrow of Light ranks.



When a boy has done the requirements for an adventure, the Webelos den leader, rather than a parent, approves most of the adventures. For each adventure a boy completes, he receives a pin to wear on the Webelos colors or on his hat. After completing seven adventures, including five required adventures and two elective adventures, a Scout can receive the Webelos badge.

After he has earned the Webelos badge, a Webelos Scout can work on the remaining 18 shared Webelos and Arrow of Light electives until he finishes fourth grade (or turns 11 years old). He can choose elective adventures that may show him new hobbies and teach him skills that will be useful during his Boy Scout years. When he completes an elective adventure, he receives an additional adventure loop to wear on his belt.

Arrow of Light

After completing the third grade, a Cub Scout graduates with ceremony into a Webelos den. This is a special den for boys in the fourth or fifth grade. The Webelos Scout program is more challenging to

Basic Concepts

Apart from the fun and excitement of Cub Scout activities, there are a number of ideals expressed in the day-to-day life of the young boy and his leaders.

Cub Scout Motto: DO YOUR BEST

The Scout Oath:

On my honor I will do my best
To do my duty to God and my country
and to obey the Scout Law;
To help other people at all times;
To keep myself physically strong,
mentally awake, and morally straight.

The Cub Scout colors are blue and gold. Blue signifies the sky, truth, spirituality, and loyalty. Gold stands for warm sunlight, good cheer, and happiness. Together they symbolize what Cub Scouting is all about.

Meetings

Den Meetings: Most dens meet two to three times per month. At least two trained adults are required per den. In Pack 250 each den has a designated den leader and assistant den leader.

Pack Meetings: Pack meetings include all dens and all members of the Pack, and are held on Friday nights at 6:30PM. We expect a parent or the whole family to attend the pack meeting with their scout. Pack meetings are generally held at the Bright School 260 Grove St Waltham. Changes to meeting location will be posted on the Pack website at <http://pack250.com>.

Pack Committee Meetings: Leaders of Pack 250 discuss organizational matters, future events and exchange ideas. All parents are welcome to be a part of these meetings. The meetings are generally held on the first Wednesday of the month. Meeting dates can also be found on the pack website.

Roundtables: Cub Scout Roundtable is held each month. This is the ideal place to learn new ideas and catch up on any announcements for leaders of the whole district. Leaders are encouraged to attend roundtables. Parents are welcome. See the Spirit of Adventure Council website for current times and locations.

Activities

At den meetings there are games, crafts, sports, songs, skits, etc; perhaps it is a project or a stunt for the next pack meeting. During the week, with his parents' help, he finishes the project or perfects the stunt. If it happens to be something

required for his Wolf or Bear advancement, his parent signs his Cub Scout book. In this way, Cub Scouting helps to strengthen family ties.

Pack meetings, attended by boys and their families, give parents a chance to see their sons in action. Most pack meetings are divided into two parts. The first is informal - boys and parents may view exhibits or participate in gathering-time activities. The second half has a formal opening, followed by den skits, songs, games, or stunts related to a monthly theme, and the awarding of badges earned by the boys since the last pack meeting.

Outdoor Program

Adventuresome outdoor programs are encouraged for Cub Scouts. These include den field trips, picnics, outings, day camping, and resident camping. Because Cub Scouting is home-centered, family camping is also emphasized. Webelos Scouts are encouraged to go on overnight experiences and to conduct occasional joint outdoor activities with a Boy Scout troop.

Competitive Activities and Sports

Among the activities that have become favorites are Scout Shows, safe bicycle riding projects, pinewood derbies, rocket derbies, regattas and CUBE. Cub Scouts are encouraged to be physically fit through the Cub Scout Sports program, which offer twenty-one different sports.

Uniforms

Cub scouts buy their own uniform, including council patches and pack numeral. The pack provides rank badges. Tiger, Wolf and Bear cubs use the blue Cub Scout uniform. Webelos Scouts wear the tan Boy Scout uniform shirt. In Pack 250, boys and leaders are expected to dress in uniform for all scouting events. Class A uniforms are required for pack and den meetings, and for any other BSA-sponsored event. Class B uniforms may be worn as authorized by pack leadership.

Uniforms can be bought at the local scout stores:

- ❑ Woburn: 600 West Cummings Park, Woburn, MA 781-937-4241
- ❑ Milton: 411 Unquity Road, Milton MA
- ❑ Online: www.scoutstuff.org

Cub Scout Uniform (Class A)

- ❑ Shirt: Official Cub Scout dark blue shirt. The council patch, pack number, den number, and world scouting emblems need to be sewn on to the shirt.
- ❑ Neckerchiefs: Official Tiger Neckerchief is worn by first-graders. Official Wolf Neckerchief is worn by second-graders. Official Bear Neckerchief is worn by third-graders. The neckerchief is rolled and placed under the shirt collar.
- ❑ Slide: Official gold metal slide with Cub Scout emblem or handmade neckerchief slides may be worn. There is a slide unique for the following ranks: Tiger, Wolf/Bear, and Webelos.

- ❑ Belt: Official navy blue web belt with metal buckle and Cub Scout emblem. There is a belt buckle unique for the following ranks: Tiger, Wolf/Bear, and Webelos.
- ❑ Cap (Optional): Official Cub Scout baseball-style cap-navy with gold front panel and Cub Scout emblem. This hat is the only hat that may be worn with the uniform. There is a cap for each rank.

Webelos Scout Dress Uniform (Class A or “Field Uniform”)

Officially, the Webelos Scout may choose either the blue Cub Scout uniform, or the tan/olive uniform similar to the one worn by Boy Scouts. For consistency, Pack 250 has chosen to go with the Tan/Olive uniform. The location of badges and insignia is the same for both uniforms. The tan/olive uniform is strongly encouraged. Boys who are growing out of their uniforms after the completion of third grade should replace their blue Cub Scout uniform with a tan/olive uniform.

- ❑ Tan/Olive uniform: When the tan/olive uniform is chosen, official Boy Scout olive trousers or shorts, olive socks and official Boy Scout tan shirt with blue shoulder epaulets are worn.
- ❑ Rank: The Tiger, Bobcat, Wolf, and Bear rank badges may be transferred to the new Webelos uniform shirt until the Scout earns his Webelos rank. At that time he is awarded an oval Webelos rank badge of the same style used by Boy Scouts.
- ❑ Neckerchief: Official Webelos plaid neckerchief. The neckerchief is rolled and placed under the shirt collar.
- ❑ Slide: Official gold metal slide with Webelos emblem or handmade slides may be worn.
- ❑ Belt: Official Scout navy blue or olive web belt with metal Webelos belt buckle. Belt loops fit on the official Scout blue belt, so you may want to postpone using the olive belt until Boy Scouts.
- ❑ Cap: Official Webelos baseball-style cap-navy blue with light blue front panel and Webelos emblem. The hat is the only hat that may be worn with the uniform.

Cub Scout / Webelos Scout Activity Uniform (Class B or “Activity Uniform”)

When authorized by pack leadership, usually for special outdoor activities like the family campouts, the Cub Scouts and leaders may wear the yellow Pack 250 t-shirt instead of the blue or tan uniform shirt.

Optional Uniform pieces

The patch vest is not part of the official uniform. It may be worn by Cub and Webelos Scouts for the display of temporary and other patches that have been earned by the boy as a part of the Scouting experience. The patch vest should not be worn with the uniform for formal ceremonies.

Leader Uniform

All Cub Scout and Boy Scout leaders wear the same uniform with colored shoulder loops. Blue loops indicate affiliation with a Cub Scout pack and green loops indicate affiliation with a Boy Scout troop. The Leader Uniform is optional for Committee Members who are not also Den Leaders or Assistant Den Leaders.

- ❑ Shirt: Official tan with blue shoulder epaulets. The council patch, pack number, den number, and world scouting emblems need to be sewn on.
- ❑ Neck Wear: The adult uniform shirt may be worn with Cub Scout bolo tie or neckerchief of choice. The neckerchief is rolled and placed under the shirt collar with the top button open.
- ❑ All Den Leaders may wear an official navy blue Cub Scout leader neckerchief.

- ❑ Webelos leaders may wear a plaid neckerchief similar to Webelos Scouts.
- ❑ Belt: Official olive web belt or official leather belt.
- ❑ Pants/Shorts: (optional) Official olive.
- ❑ Socks: (optional) Official Boy Scout socks worn with shorts or pants. Olive with red top.
- ❑ Hat: (optional) Blue and gold visored cap with the Cub Scout emblem embroidered in gold. Blue Webelos visored cap for Webelos leaders.

Parent guide for den meetings

Remember that Pack 250 has no paid leaders. All leadership duties are shared among the parents, even working parents. We are in this together.

Your son's den leader does his/her best to provide a good program. We believe that den leaders deserve help setting up the meetings. Otherwise, organizing meetings week after week can become hard. We all should take turns in providing the activities of the meeting. Pack 250 does not rotate den leader positions, but it encourages taking turns organizing the den activities.

Since you are a parent, you are as much an expert on children as even paid cub Scouters would be. All you need to know in addition are some little tweaks on how to make it "cub-scoutish..."

Den meetings typically have 5 parts

Structuring the meeting this way should help you; if it hinders you, simply change it.

1. Gathering period: The boys don't arrive all at the exact same time. We have to provide an activity for the boys who come early since we can't start the main program before a majority arrives.
2. Opening ceremony: The opening and closing ceremonies make the meeting more formal. The boys know when the meeting starts and stops. Your den might do the den yell; you might do a flag ceremony, or, say the Cub Scout promise. Don't forget: the boys do not serve the ceremony, but the ceremony is for the boys.
3. Work on achievements: Use the boy's handbook. Make this fun. But don't fill the whole meeting with processing the book.
4. Games, other fun things to do: Do some activity the children like.
5. Closing ceremony: The meeting "formally" ends. Many dens add a snack time after the closing ceremony or as a break during the activity; that's up to you.

Take an outing from time to time. Don't forget: activities involving travel need a tour permit.

Adventure loops, rank advancements, and other awards will be awarded at the pack meeting. Make awards a part of either the opening or the closing ceremony. A den meeting is mostly activity; leave lengthy ceremonies for pack meetings.

You or the den leader might plan a time when the children are busy and the parents can do some talking. Don't hesitate to ask your den leader or the Cubmaster for help on what to do. Your den leader might have some scouting literature and good ideas. The Cubmaster certainly has tons of literature. In particular, consult the "Cub Scout & Webelos Scout Program Helps" booklet, your den leader has a copy. The monthly Cub Scout Roundtable meeting is an excellent source of den and pack activities.

The youth protection rules require us to provide "two-deep" leadership. The second person doesn't need to be a registered leader but can be a parent or relative of a boy at least 18 years old. But even more important, two adults make organizing any meeting much easier. Exception to requirement for two-deep leadership: while driving it is allowed to have a single adult in the car, if there are at least two children. (Of course there are no restrictions on driving alone with your own child).

Pack Leadership

The Cub Scout pack is lead by adult leaders for the benefit of the boys. The pack needs both permanent leaders and coordinators of one-time or annual activities.

Permanent Positions

These positions are needed to ensure that the Pack runs smoothly month-to-month and year-to-year. Each of these positions has training available through the district or council.

Pack Committee (several members)

The Pack Committee takes care of the administrative needs of the pack and is similar to a government cabinet. It is organized and chaired by the Pack Committee Chairperson. There are positions in the committee for treasurer, secretary, advancement chairman, and religious award coordinator. The Committee doesn't "own" the pack; it is simply an administrative arm of the chartered organization. The committee is responsible for:

- ❑ Finding a meeting place and setting meeting times
- ❑ Setting the Pack policies in accordance with Boy Scouting and the chartered organization.
- ❑ Provide the finances and fundraising coordination for the Pack.
- ❑ Caring for Pack property.
- ❑ Ensuring quality adult leadership and seeing that the leadership is recruited and properly trained.
- ❑ Supporting the policies of the Boy Scouts of America.

Pack Committee Chairperson (one)

The Pack Committee Chairperson organizes and facilitates the running of the Pack committee. This person works with the Cubmaster to make sure that the responsibilities of the Pack Committee are being met and represents the Pack to the local council. The Pack Committee Chairperson is responsible for:

- ❑ Promoting the recruiting of new scouts.
- ❑ Helping recruit den leaders and coaches.
- ❑ Making sure all Pack Committee positions are filled and are being carried out.
- ❑ Supporting the policies of the Boy Scouts of America.

Cubmaster (one, plus at least one Assistant Cubmaster)

The Cubmaster is actively involved with the scouts and leaders on a weekly basis. The Cubmaster is responsible for:

- ❑ Leading the monthly Pack meeting, with the help of the other leaders.
- ❑ Guiding, supporting, and motivating the other adult leaders.
- ❑ Planning the den and pack programs with the help of the other leaders.

- ❑ Maintaining a close relationship with the chartered organization representative.
- ❑ Coordinating the total program for the pack and making sure the dens are functioning well.
- ❑ Helping recruit den leaders and coaches and making sure they receive training.
- ❑ Supporting the policies of the Boy Scouts of America.

Den Leaders (one for each den, plus at least one assistant)

Den Leaders plan and organize den meetings and keep track of the scouts' advancements. Den Leaders should try to engage the parents in the den meetings, both to make the Den Leader's job easier and to increase the scouts' enjoyment. Don't hesitate to ask for help. The Cubmaster is very willing to lend an ear or a hand. Ask your fellow den leaders how they handle things, and tell others about what works well in your den. You should participate in all leader meetings and when possible, attend district roundtables. Recruit at least one assistant den leader (or share the job with a co-den leader). The Cub Scout Den Leader is responsible for:

- ❑ Maintaining a friendly relationship with scouts and encouraging them to advance.
- ❑ Keeping accurate records and seeing that scouts receive recognition for their achievements. Turn in awards requests one week before the pack meeting. The Awards Chair will only purchase awards if the official forms are completed and submitted.
- ❑ Using the talents of den families to help enrich the den program.
- ❑ Helping set a good example for the scouts by behavior, attitude, and proper uniform.
- ❑ Leading the den in its participation at pack meetings. Each den will lead one of the following activities at each pack meeting: setup, gathering activity, opening flag ceremony, game, skit, song, cheer, closing ceremony.
- ❑ Keeping accurate den records.
- ❑ Supporting the policies of the Boy Scouts of America.
- ❑ Complete Youth Protection Training at least every two years.

Awards Chairperson

The Cub Scout has many opportunities to earn activity badges, belt loops, rank advancement, and awards from other special events during the year. The Awards Chairperson is responsible for:

- ❑ Maintaining the database (Scoutbook) of awards and ranks.
- ❑ Accumulating the orders for awards, ranks, and badges to be awarded at the next pack meeting.
- ❑ Purchasing the awards, ranks, and badges on behalf of the Pack and bringing them to the Pack Meeting.

Webmaster

The Webmaster receives short articles and photos from Pack and Den leaders and add them to the website.

Pack Trainer

Adult Leaders have many opportunities for general training, role-specific training, and camping-related training. The Pack Trainer helps the Pack and Den leadership identify what training is necessary and appropriate for each adult. If a leader is

unable to attend training provided by the North Star District, the Pack Trainer assists by identifying other options, including finding the desired training in another district or council.

Treasurer

The financial records and accounts of Pack 250 are managed by the Pack Treasurer. These responsibilities include:

- ❑ Receiving funds (dues, fundraiser proceeds, donations, etc.).
- ❑ Disbursing funds (reimbursing leaders for authorized expenses, paying bills related to fundraising, paying membership dues to the BSA, etc.).
- ❑ Maintaining and tracking the Pack 250 budget.

Chartered Organization Representative

Pack 250 is sponsored by the First Parish in Waltham. The Chartered Organization Representative is the First Parish's liaison to Pack 250.

Parents

Parents play an important role in Pack 250. The leaders will do their best to provide a quality program, but all the leaders are volunteers and have other obligations. We depend on parents to help maintain the excellent program we have established.

We ask every parent to help the pack in some capacity. You should do your share in organizing den meetings and working with the den leader of your son's den. In addition, you should help with at least one pack activity a year (e.g. Pinewood Derby, Blue & Gold Dinner, or an outing). A parent should attend the pack meetings together with the Cub Scout.

Coordinator Positions

These positions are needed to support annual activities. Each is a once-per-year planning and execution of a single activity.

- ❑ **BLUE AND GOLD BANQUET COORDINATOR** – arranges and communicates theme for the Blue & Gold Banquet. Arranges catering and entertainment.
- ❑ **CAMPING COORDINATOR** – arranges for suitable areas for pack family camping outings. Make reservations and payments as necessary
- ❑ **FRIENDS OF SCOUTING FUNDRAISING COORDINATOR** – arranges for Friend of Scouting (FOS) speaker for the Blue & Gold Banquet. Disseminates and follows up on FOS material.
- ❑ **OCTOBER PUMPKIN CARVING COORDINATOR** – arranges for a location for an evening pack pumpkin-carving contest. Arranges for a supply of pumpkins.
- ❑ **PINEWOOD DERBY COORDINATOR** – schedules time/space for derby event. Takes the lead, with other volunteers, for derby set-up, awards, refreshment and staffing.
- ❑ **POPCORN COLONEL** – coordinates fall popcorn sales event. Attends training as needed; monitors sales and prepares a consolidated order report. Organizes volunteers to pickup/distribute popcorn.

- ❑ SCOUTING FOR FOOD COORDINATOR – arranges times for dens to assist at food collection center; reminds den leaders of commitment.
- ❑ SUMMERTIME ACTIVITIES COORDINATOR - sends reminders of summer activities to den leaders and assistant den leaders. Makes sure events are properly organized and staffed.
- ❑ WEBELOS CAMP COORDINATOR – collects and arranges applications for summer Webelos camping; arranges for sufficient adult leaders.

Resources

The parents and leaders have access to extensive training, documentation, and program helps.

Training

Pack 250 is committed to providing trained leadership to all dens. New leaders may use the fast start training materials available from the council office or the Fast Start course online. Fast start training will give you all the material needed to get a den up and running.

To be considered a 100% trained leader, all four trainings are required. All of these can be done online, none are longer than apx 20 minutes.

- Fast Start Training: <https://myscouting.scouting.org>
- Youth Protection Training: <https://myscouting.scouting.org>
- This is Scouting: <https://myscouting.scouting.org>
- Leader Position Specific Training: <https://myscouting.scouting.org>

In person Training is available in September and March through North Star District and will provide comprehensive preparation for all scout leadership positions. The Cubmaster, the Assistant Cubmasters, every Den Leader and Assistant Den Leader, the Committee Chair, and Committee Members should plan to attend the Leader Specific Training.

Youth Protection Training instructs leaders in how to properly handle reporting instances of abuse and how to prevent and potentially unsafe or unsupervised situations with scouts. Youth Protection Training must be taken by all leaders and renewed every three years. Youth Protection Training is available online, but the classroom session is recommended for new leaders; online training may be used for renewals.

- ❑ Fast Start Training: <https://scoutnet.scouting.org/elearning>
- ❑ Youth Protection Training: <https://scoutnet.scouting.org/elearning>

Publications

Volunteers are informed of national news and events through Scouting magazine (circulation 900,000). Boys may subscribe to Boys' Life magazine (circulation 1.3 million). The Boy Scouts of America publish both. There are also a number of Cub Scout and leader publications, including the Tiger Cub Book, Wolf Cub Scout Book, Bear Cub Scout Book, Webelos Scout Book, Cub Scout Leader Book, and Cub Scout and Webelos Scout Program Helps.

Official Web Sites

Spirit of Adventure Council: www.scoutspirit.org

Official site of the Boy Scouts of America: www.scouting.org

Web Sites Not Affiliated with Boy Scouts of America

The listed web sites contain a great deal of useful information but do not rely on them for official interpretations of BSA guidelines, rules and procedures.

www.usscouts.org/macscouter/index.asp

www.usscouts.org

www.cubmaster.org

www.scoutermom.com

Contact Information

Contact information can be found on the pack website pack250.com.