

PACK 107 VOLUNTEER POSITIONS

Assistant Cub Master (needed asap)

- 1) Assists the cub master at monthly pack meetings
- 2) Helps distribute awards at pack meetings
- 3) Assists cub master in set up and take down at pack meetings

Committee Chair (needed by Feb. 2012)

- 1) Runs the entire pack and works directly with the cubmaster to ensure that all events are staffed and equipped.
- 2) Sets agenda and runs monthly committee meetings.
- 3) Plans for pack charter review, roundup, and re-registration.

Secretary (needed asap)

- 1) Attends monthly committee meetings
- 2) Takes minutes and distributes those to the entire committee and den leaders

Treasurer (needed by Feb. 2012)

- 1) Help the committee chair and Cubmaster establish a sound financial program for the pack with a budget plan.
- 2) Keep up-to-date financial records.
- 3) Approve all budget expenditures
- 4) Periodically report on the pack's financial condition at committee meeting.
- 5) Make regular monthly reports to the pack committee.

Advancement Chair (needed asap to train)

- 1) Have a working knowledge of the Tiger Cub, Cub Scout, and Webelos Scout advancement plans.
- 2) Coordinate with cubmaster and help plan and conduct induction and advancement recognition ceremonies.
- 3) Collect and run den advancement reports for use when ordering badges and insignia from Three Fires Council.
- 4) Purchase badges as well as other advancement awards to distribute to scouts.

Popcorn Kernel + 3 adult volunteers

- 1) Organize packs only fundraiser
- 2) Order popcorn
- 3) Orchestrate show and delivers and show and sells
- 4) Track all sales and update committee chair and cubmaster
- 5) Coordinate distribution of popcorn to pack

Day Camp Coordinator (asap)

- 1) Coordinates day camp registration
- 2) Creates flyer and sends to chair and cubmaster for approval and distribution
- 3) Coordinates adult volunteers for day camp
- 4) Checks in/out scouts on daily basis at camp or assigns adult member to that task

Webelos Camp Coordinator (asap)

- 1) Coordinates Webelos overnight camp registration
- 2) Creates flyer and sends to chair and cubmaster for approval and distribution
- 3) Attends webelos camp and assists scouts and adults with questions
- 4) Organizes scouts and adults while at camp

Blue and Gold Chair (needed for Feb. 2012)

- 1) Researches a venue for the Blue and Gold
- 2) Creates flyer and sends to chair and cubmaster for approval and distribution
- 3) Coordinates with the venue and other adult volunteers
- 4) Creates seating chart for Blue and Gold

Pinewood Derby Chair (needed for Jan. 2012)

- 1) Coordinates date with committee chair and cubmaster
- 2) Stores equipment for pinewood derby
- 3) Sets up track and runs derby with adult volunteers
- 4) Creates flyer and rules and sends to chair/cubmaster for approval and distribution