

Pack 317 Volunteer Registration

The success of Pack 317 depends solely on the commitment of its parents and leadership to make our scouting program enriching for your son. As such, we are asking each family to please participate in one or more of the following committees and/or leadership capacities. As such, it helps you maintain a vested interest in the quality of the Scouting program we provide; you get the benefit of getting to know other parents and families within the pack and – more importantly – have fun! Remember, YOU make the Pack great!

PLEASE SUBMIT THIS REGISTRATION FORM WITH YOUR SCOUT RENEWAL INFORMATION

Dad Name _____

Mom Name _____

Scout's Name(s) _____

Scouts Grade(s) _____

Address _____

Subdivision/Neighborhood _____

Home Number _____

Dad Mobile Number _____

Mom Mobile Number _____

Dad E-mail Address _____

Mom E-mail Address _____

General interest areas you could assist with _____

Main Contact: Dad Mom

I have a: truck van workshop (wood projects) Scouting experience

Preferred method of contact (check one) home mobile e-mail

We will try to fill all committees and positions on a first come, first served basis, so you may not get your first choice. Our goal is to provide sufficient coverage and help on all committees. The following positions need to be filled for our pack to have a successful year. Would you please indicate your first three choices of committees or positions that you would be willing to work on this year? Each parent must assist in some capacity for our program to be a continued success.

COMMITTEES

Please select and number your top three committee choices (please indicate 1, 2, 3):

- ___ **Public Relations Committee** – help plan or find ideas for our Pack to be active within the community.
- ___ **Membership Committee**– Work the membership rally in September, help the Membership Chair with the registration process and rechartering.
- ___ **Pinewood Derby Committee** – Assist during Pinewood Derby (track set up/break-down, announcing, concessions, or other duties as assigned)
- ___ **Blue & Gold Committee** – Assist during planning and execution of the Blue & Gold including but not limited to securing donations for the silent auction, Den basket planning, securing a venue, decorations, catering, volunteers to work during the event
- ___ **Fundraiser Committee** – Assist during Pack fundraisers with duties as assigned
- ___ **Camping Committee** – Work with Pack Committee for planning purposes for food, activities, canopies, entertainment, etc. for Pack camping events.
- ___ **Summer Camp** – Volunteer to work in some capacity during Day Camp
- ___ **Pack Activities Committee** – Assist during Pack events with duties as assigned
- ___ **General Committee Member** – Become a registered Committee Member with our Pack and attend the monthly Parent meetings, helping out whenever possible within a variety of areas.

LEADERSHIP OPPORTUNITIES

___ **Committee Chair** – Advise Cub Master on policy matters; Call and preside over monthly leaders' meetings; Assign duties to committee members; Form new dens as needed

___ **Cubmaster** – Work directly with leaders and committee members to make sure all dens are functioning well; plan the den and pack programs with the help of other leaders; lead the monthly pack meeting; ensure den leaders receive the required training; help establish and maintain good relationships with Boy Scout troops and parents; recruit den leaders and committee members

___ **Assistant Cubmaster** - Assist the Cubmaster as needed; Be ready to fill-in for the Cubmaster if necessary; Participate in pack leaders' meetings; Help inform pack leaders of training and arrange for them to attend training sessions; Work with the Cubmaster and pack committee to get the pack re-chartered; Assist in pack activities such as dinners, derbies, bike safety workshops, service projects, etc.

___ **Den Leader** – Work directly with other den and pack leaders to ensure their den is an active and successful part of the pack; Plan, prepare for, and conduct den meetings with the assistant den leader; Attend the pack leaders' meetings; Lead the den at the monthly pack activity Den Info August. Tiger Wolf Bear WEBELOS

___ **Assistant Den Leader** - Assist the den leader during den and pack meetings as needed; Be ready to fill in for the den leader in case of emergency; Work in harmony with other den and pack leaders.

___ **Treasurer** - Help establish a pack budget plan; Maintain the pack's bank account and an inventory of pack's property; Report the pack's financial condition at monthly pack leaders' meetings; Approve all budget expenditures; Reimburse pack members for expenditures

___ **Training Director** - Coordinate Fast Start training for new adult leaders; Promote leaders' attendance at training courses, monthly roundtables and leader pow-wows; Work with the Cubmaster and pack committee to setup a program for training parents; Develop a pack library for use by leaders

___ **Public Relations Chair-** Stimulate pack service projects in the school and community; Promote family participation in all pack events; Work with the pack committee to promote new membership; Provide pack announcements for release in the Keller Citizen and Hidden Lakes Elementary bulletins; Make use of the news media in publicizing pack events

___ **Event Chair-** Help the Cub Master plan and arrange outdoor activities for the pack; Arrange for property, fire, and tour permits when required; Locate new picnic areas; Arrange for safe transportation when needed; Plan first aid for emergencies; Plan summer outings to help qualify for the National Summertime Pack Award (monthly attendance at leaders meeting is desired)

___ **IT Chair / Webmaster-** Assist PackMaster users with software, hardware, and procedural questions; Evaluate software and advise the pack committee on usefulness; Develop and document procedures for software being used by the pack; Investigate improving existing procedures (Minimal time commitment – generally only during Sept. when new leaders sign up). Keep the pack informed by updating the pack Web site on a weekly basis; Maintain web hosting account information (DNS, contacts, credit card, etc.); Renew domain name when necessary (pack317.org)

___ **Membership & Registration Chair** - Secure registration papers, signatures, and fees for the upcoming year; Work with the Cubmaster and pack committee to develop and carry out a plan for year-round membership growth; Arrange for the annual membership inventory and pack re-charter (time commitment is generally during round up (Sept.) and recharter (Dec.))

___ **Awards/Advancement Chair** - Have a working knowledge of the Cub Scout advancement plans; Maintain up-to-date information on membership, leadership, and advancement with PackMaster; Purchase necessary awards before each pack meeting; Work with the Awards Chair to prepare awards for presentation

___ **Photographer** - Take pictures of pack events and work with the Webmaster and Public Relations Director to publish them

___ **Popcorn Kernel** - Pickup popcorn sales packets; Present info to pack and distribute packets; Collect and copy completed popcorn forms; Pickup and distribute popcorn to den leaders; Collect money from den leaders for popcorn sales

___ **Pinewood Derby Chair-** Work with the pack committee to plan, organize, and run the Pinewood Derby; Recruit and coordinate volunteers to help put on the event; Schedule a place to have the derby and arrange for any necessary equipment (track, timer, etc.)

___ **Pinewood Derby Committee-** Assist the Pinewood Derby Chair as needed; Be ready to fill-in for the Chair if necessary

___ **Blue & Gold Banquet Chair** - Work with the Pack committee to plan, organize, and manage the Blue & Gold Banquet; Recruit volunteers to assist with duties

___ **Day Camp Coordinator** - Obtain registration papers, signatures, and fees for Summer Camp (usually in June); Recruit adult volunteers to help chaperone; Schedule volunteer hours so that Adult-to-Cub ratio meets Scout requirements; Collect money and submit to Longhorn Council, be point of contact for correspondence and communication between camp staff and Pack