

Troop Quartermaster

Scout Name: _____ Start Date: _____ End Date: _____

Signature: _____ (acknowledge understanding of the duties and expectations)

Introduction: When you accepted the position of Troop Quartermaster, you agreed to provide service and leadership in our troop. This responsibility should be fun and rewarding. This job description provides some of the things you are expected to do while serving as a junior leader. You should make notes on this sheet as you participate in an introduction to leadership with an adult troop leader.

Responsible To: Committee Member for Equipment

Adult Coach: Assistant Scoutmaster – Equipment

Duties:

	Checkpoints					
Oversee responsibilities of Patrol Quartermasters						
Keep records of troop equipment						
Report on status of equipment, repairs needed, and new or replacement items needed to troop committee member responsible for equipment						
Issue equipment and see that it is returned in good order						
Suggest new or replacement items						
Participate in troop meetings and activities – Attendance expectation is 75%						
Set a good example						
Wear the Scout uniform correctly to all Scouting activities						
Live by the Scout Oath and Law						
Show and help develop Scout spirit						

I = Needs Improvement / G = Good / E = Excelling

Resources: There are many resources available to you to help you do your job. These include people such as your Scoutmaster, Assistant Scoutmasters, Troop Committee Members and your fellow troop junior leaders. Some literature items that can help you are: Boy Scout Handbook, Junior Leader Handbook, Boys' Life Magazine, Troop by-laws, Troop rules and policies, Troop roster, Troop Meeting Planner sheets, Activity calendars (troop, district and school), Boy Scout Requirements, BSA equipment catalog