



**BSA TROOP 214
RUSSELLVILLE, AR**



SCRIBE CONTRACT

As a Scribe of the Westark Area Council's Troop 214, I will be especially mindful of conducting myself by the Scout Oath, Scout Law, Scout Motto and Scout Slogan.

I will lead by example, and I make these commitments to my fellow Scouts, the Scoutmasters, and myself. I will:

1. Report my activities and progress to the Senior Patrol Leader (SPL) at least once per month
2. Act as the Troop's secretary.
3. Attend Troop Youth Leader training as specified by the Scoutmaster.
4. Attend at least 75% of all troop meetings and Patrol Leader Councils during my tenure as Scribe.
5. Attend at least 50% of all troop outings and service projects during my tenure as Scribe.
6. Attend meetings of the Patrol Leaders Council (PLC) and keep a log book of their discussions.
7. Publish the PLC meeting notes (including attendance) to Troop members through e-mail.
8. E-mail reminders to all Troop members two or three days prior to every Troop meeting and outing.
9. Maintain a current e-mail list for all registered Troop members.
10. Attend, be on time and ready for meetings and Troop activities, and tell the Senior Patrol Leader (SPL) as soon as I know that I can't make a meeting or event. Make sure that someone will assume my responsibilities if I am unable to attend a meeting.
11. Wear the proper uniform at Troop meetings and events.
12. Help other scouts whenever possible and be especially supportive of younger and less experienced scouts.
13. Have fun and help other scouts have fun too!
14. Set an appointment with the Scoutmaster when nearing the end of my tenure as Scribe to review my success in meeting the commitments set forth in this position contract.

I understand that I will receive FULL leadership credit if I follow the above stated commitments. I may only receive partial credit if the above commitments are not met.

Signatures

Scout

Scoutmaster

Date Signed:

Position Tenure from to