

Troop Scribe

Job Description:

The Troop Scribe keeps the troop records. He records the activities of the Patrol Leaders' Council (PLC) and keeps a record of dues, advancement, and Scout attendance at troop meetings.

Reports to: The Assistant Senior Patrol Leader

Adult Mentor: Troop Committee Secretary

Troop Scribe duties:

- Attend and keep a log of Patrol Leaders' Council (PLC) Meetings.
- Record attendance at troop functions.
- Record advancement in troop records.
- Work with the troop committee member responsible for finance, records, and advancement.
- Regularly attends troop meetings, troop campouts, and troop events during his service period..
- Set a good example.
- Enthusiastically wear the Scout Uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

Scribe Qualifications:

- 1st Class Scout

Counts toward rank: Star, Life, Eagle

