



JPL Troop 509
Leadership Position Description

QUARTERMASTER

GENERAL INFORMATION

- Position:** Appointed by the senior patrol leader
Term: 12 months
Reports to: Senior patrol leader
Role: The quartermaster keeps track of troop equipment and sees that it is in good working order.
Comments: The quartermaster does most of his work around campouts. There are times when the quartermaster has to be available to check equipment in and out.

QUALIFICATIONS

- Age:** 12 or older
Rank: First Class rank or higher
Experience: None

PERFORMANCE REQUIREMENTS

- Training:** You must attend the Introduction to Leadership Skills for Troops (ILST)
Attendance: You are expected to attend 50% of all troop meetings, 50% of all outings and 25% of all service projects. If your attendance is low, or if you have three unexcused absences in a row, you can be removed from office.
Effort: When you accept this position, you agree to provide service and leadership to the troop. You are expected to give this job your best effort.

GENERAL LEADERSHIP RESPONSIBILITIES

- Uniform:** Set a good example by wearing your uniform correctly. Wear all of the parts of the troop uniform, shirt tucked in, with all required badges in their correct locations.
Behavior: Set a good example by living the scout oath and law in your everyday life. Show scout spirit in everything you say and do.
Attendance: Set a good example by being an active scout. Be on time for meetings and activities. You must contact the senior patrol leader if you are not going to be at a meeting or if you have to miss an outing. You also need to make sure that someone will assume your responsibilities when you are going to be absent.

SPECIFIC LEADERSHIP RESPONSIBILITIES

- Set a GOOD EXAMPLE (the most powerful form of leadership)
- Store all troop equipment
- Keep an accurate inventory of troop equipment
- Issue troop equipment and check it back in on return
- Make sure returned equipment is clean and in good order, and if not, that it is cleaned or repaired
- Plan troop equipment needs for outings and events and be responsible for getting the equipment to the outing or event and back
- Make recommendations to the Troop Committee for additional or replacement equipment
- Coordinate with the Troop Committee's quartermaster liaison
- Make the U.S. and troop flags available for meetings and ceremonies and put them away afterward