Troop 308
Leadership Position Description
Troop Librarian

General Information:
Type: Appointed by the Scoutmaster
Term: 6 months
Reports to: Assistant Senior Patrol Leader
Description: The Troop Librarian takes care of troop literature.
Comments: The library contains books of historical value as well as current materials. All together, the library is a troop resource worth hundreds of dollars. The Librarian manages this resource for the troop.

Qualifications:
Age: none
Rank: none
Experience: none
Attendance: 50% over previous 6 months

Performance Requirements:
Training: You must attend the troop Junior Leadership Training even if you have attended in the past.
Attendance: You are expected to attend 60% of all troop meetings, Patrol Leaders' Council meeting, outings, and service projects. If your attendance is low, or if you have 3 unexcused absences in a row, you can be removed from office.
Effort: You are expected to give this job your best effort.

General Leadership Responsibilities:
Uniform: Set the example by wearing your uniform correctly. This means that you will wear all parts of the troop uniform, shirttail tucked in, with all required badges in their correct locations.
Behavior: Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you say and do.
Attendance: Set the example by being an active Scout. Be on time for meetings and activities. You must call the Scoutmaster if you are not going to be at a meeting or if you suddenly have to miss an outing. You also need to make sure that the Assistant Senior Patrol Leaders are ready to assume your responsibilities.

Specific Leadership Responsibilities:
Sets up and takes care of a troop library.

Keeps records of books and pamphlets owned by the troop.

Adds new or replacement items as needed.

Keeps books and pamphlets available for borrowing.

Keeps a system for checking books and pamphlets in and out.

Follows up on late returns.

Issues vouchers for purchase of used merit badge books.