

# SELECTING QUALITY LEADERS FOR CUB SCOUTS

THE CHARTERED ORGANIZATION'S MOST IMPORTANT SCOUTING RESPONSIBILITY



Your organization's values and the mission of the Boy Scouts of America are reflected through your pack's leadership. With the support of your organization, the pack committee, Cubmaster, den leaders, and other volunteer Scouters carry out the pack program dealing directly with other adults and with Cub Scouts and Webelos Scouts. The adult leadership will influence the life of every boy and family in your pack. Since

the leaders play a vital role in the success of the pack, the chartered organization, working through the pack committee, has a prominent role in their selection.

There are many qualified prospects for Cub Scout leadership. This selection process will assure that the most qualified person is selected. The important role of shaping the lives of youth demands nothing less!



BOY SCOUTS OF AMERICA®

# THE STEPS FOR



**N**ew leaders must be selected when a new pack is organized, when new dens are formed, or when there is a leadership change in an existing den or pack. Following the steps below will help the chartered organization and pack committee select the best leaders for the boys of their pack. In some cases, a representative of the council or district may be on hand to guide the chartered organization and pack committee through the selection process. This representative could be a unit organizer, a unit commissioner, a member of the district committee, or a Scouting professional.

## 1. CHARTERED ORGANIZATION BRIEFING.

The head of the chartered organization or the chartered organization representative meets with the representative of the local council to discuss the process of selecting and recruiting quality leaders. This Scouting professional can provide recruiting techniques, videos, and other support materials. It is important at this time for the chartered organization to understand its responsibility for operating a unit, and particularly its responsibility for selecting and recruiting new leaders.

**Action.** In forming a new unit, the organization head appoints a selection committee of knowledgeable and influential people to select the very best individual to serve as a leader. Existing units should already have a unit committee in place to assist with this process.

## 2. LIST AND APPRAISE PROSPECTS.

It is preferred that the head of the chartered organization chair the meeting of the leadership selection team. If not, the chartered organization representative should do so.

1. Develop a prospect list. Have on hand a membership roll of the chartered organization and the names of the parents of pack or den members or prospective members. Ask each person to suggest additional names. Enter the names in the spaces provided under "Guide for Selecting a Leader" on the back of this folder.
2. Rate each prospect by placing a check mark in the appropriate box ("Yes," "No," or "Don't Know") for each quality of leadership. Don't omit people assumed to be "too busy." That decision belongs to the candidate.
3. If there are several "Don't Knows" for any prospect, it is imperative that some discreet inquiry be made.
4. In the overall evaluation, rank the prospects in order of preference as soon as all information is obtained.
5. Secure approval from the organization head to contact the preferred candidates.
6. Appoint three people to call on the first prospect. At least one member of the team must be from the chartered organization.

# OR SUCCESS



### 3. MAKE AN APPOINTMENT WITH THE PROSPECT.

The selection committee member who knows and has the respect of the number one prospect should make the appointment with the prospect.

**Action.** The appointment usually can be made on the phone. Do not try to recruit the prospect over the phone. Your objective at this point is to set a time and date to meet, preferably at the prospect's home. You will want to involve this person's spouse since it will affect the prospect's time at home. If the prospect questions the purpose of the meeting, frankly state that it is to discuss a matter important to the youth of the community. Confirm the date and time with the other members who will be making the visit.

### 4. MEET WITH THE PROSPECT.

The committee members making the call should gather at a convenient place and arrive at the prospect's home as a group.

**Action.** Ask the prospect to serve in the desired position, subject to approval of the membership application. If for some reason the prospect is unable to accept the position, you should repeat the process with the number two prospect (who now becomes number one).



### 5. WELCOME THE NEW LEADER.

Every step should be taken to ensure that the new leader is recognized for accepting this important position.

**Action.** Once the prospect has accepted the position and has been approved as a leader, the head of the chartered organization should personally welcome the new leader. An announcement should be placed in the local newspaper and the chartered organization's publication, if applicable. A formal induction ceremony should take place as soon as possible at a meeting of the chartered organization.

### 6. TRAINING.

As soon as the new leader agrees to serve and completes the adult registration application, the district training team supports the new leader with Youth Protection and Fast Start training.

**Action.** Attendance at the next roundtable is encouraged, as is participation in online This Is Scouting and Leader Position-Specific Training.

# Cubmaster

Everything the Cubmaster does is aimed at helping the individual boy. Securing strong leaders, planning den and pack activities, advising other leaders and adult family members—these are all ways in which the Cubmaster affects the kind of Cub Scouting each boy in the pack is offered. The Cubmaster directly influences the lives of individual boys by keeping in mind that boys can become better through Cub Scouting.

**Qualifications:** Is at least 21 years old, subscribes to the Declaration of Religious Principle, and agrees to abide by the Scout Oath or Promise and the Scout Law. Possesses the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. Does not need to be an expert in all Cub Scout activities but should be a leader who is able to communicate well with adults as well as boys. Should be able to delegate responsibilities and set a good example through behavior, attitude, and uniform. Should believe in the values and purposes of Cub Scouting. Preferably a member of the chartered organization. Selected and appointed by the pack committee with the approval of the chartered organization, and registered as an adult leader of the BSA.

**Responsibilities:** The Cubmaster's responsibilities are to

- Conduct a pack program according to the policies of the BSA.
- Complete Cubmaster Fast Start Training and position-specific Basic Leader Training. Attend monthly roundtables.
- Plan and help carry out the Cub Scout program in the pack. This includes leading the monthly pack meeting, with the help of other leaders.
- Help the pack committee with a year-round recruitment plan for recruiting boys into Tiger Cubs, Cub Scouting, and Webelos Scouting.
- Know about and use the appropriate and available literature, including *Boys' Life* and *Scouting* magazines, the *Den & Pack Meeting Resource Guide*, and the *Webelos Leader Guide*.
- See that the pack program, leaders, and Cub Scouts positively reflect the interests and objectives of the chartered organization and the BSA.
- Work with the pack committee on (1) program ideas, (2) selecting and recruiting adult leaders, and (3) establishing a budget plan.
- Guide and support den leaders. See that they receive the required training for their positions.
- Help organize Webelos dens and encourage graduation into a Boy Scout troop.
- Help establish and maintain good relationships with Boy Scout troops.
- Maintain good relationships with parents and guardians. Seek their support and include them in activities. Involve male relatives such as uncles and grandfathers so Cub Scouts will have additional male role models.

- See that Tiger Cubs, Cub Scouts, and Webelos Scouts receive a quality, year-round program filled with fun and activities that qualify the dens and pack for the National Summertime Pack Award.
- Guide Cub Scouts in goodwill and conservation projects.
- See that the responsibilities specified for the assistant Cubmaster are carried out.
- Help the pack committee chair conduct the annual pack program planning conference and the monthly pack leaders' meetings.
- Work as a team with the pack committee chair to cultivate, educate, and motivate all pack leaders and parents or guardians in Cub Scouting.
- Take part in the charter review meeting and annual charter presentation ceremony.
- Request den chiefs for all dens and, after selection, see that they are trained. Recognize the den chiefs at pack meetings.
- Conduct an impressive graduation ceremony for Tiger Cubs.
- Meet with the unit commissioner, Webelos den leader, and Scoutmaster to establish plans for the Webelos Scouts' transition to Boy Scouting.
- Help plan and conduct impressive Webelos graduation ceremonies involving parents and guardians, the Scoutmaster, the Webelos den chief, the Webelos den leader, and the troop junior leaders.
- Conduct impressive Arrow of Light Award ceremonies.
- Encourage high advancement standards for all Cub Scouts.
- Help bring families together at joint activities for Webelos dens (or packs) and Boy Scout troops.
- Support the policies of the BSA.



# GUIDE FOR SELECTING A LEADER

All Cub Scout leaders must be adults 21 years of age or older (except assistant Cubmasters, assistant den leaders, and assistant Webelos den leaders, who must be at least 18 years of age) and of good moral character. Men and women may serve in any position. All registered Cub Scouters shall subscribe to the declaration of principle and meet the citizenship or alternate requirements as prescribed on the official registration forms.

List the names of prospects in the spaces below. Place a check mark in the appropriate box ("Yes," "No," or "Don't Know") for each leadership quality. Include any special qualifications your organization may require. In the overall evaluation, rank the prospects in order of preference as soon as all information is obtained. Successful leaders have been found to have many of the following characteristics.

## Qualities of Unit Leadership

		Name	Name	Name	Name
1. Accepts the ideals and principles of the Boy Scouts of America and its chartered organization.	Yes				
	No				
	Don't Know				
2. Sets a positive example as a role model through appearance and consistent ethical behavior (fairness, honesty, trust, and respect for others).	Yes				
	No				
	Don't Know				
3. Has the ability to delegate tasks that permit use of adult and youth resources.	Yes				
	No				
	Don't Know				
4. Advocates and enjoys seeing youth development and growth.	Yes				
	No				
	Don't Know				
5. Appreciates the outdoors and enjoys the natural environment.	Yes				
	No				
	Don't Know				
6. Has some experience in group activity leadership in club, lodge, or religious organizations.	Yes				
	No				
	Don't Know				
7. Wins the confidence of parents, youth, and the community.	Yes				
	No				
	Don't Know				
8. Listens and builds rapport with others in a counseling role.	Yes				
	No				
	Don't Know				
9. Is willing to invest a definite amount of time for training and unit leadership.	Yes				
	No				
	Don't Know				
10. Is an active member of the chartered organization or its affiliates.	Yes				
	No				
	Don't Know				
<b>Overall Evaluation</b>					

