

Leadership Card

Name: _____

Troop Librarian

Patrol: _____

Job Description: The librarian takes care of troop literature

Leadership Position Coordinator: Advancement Chairman

Duties of Senior Troop Librarian:

- Sets up and takes care of the 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
- Sets a good example
- Enthusiastically wears the Scout uniform correctly
- Lives the Scout Oath and Law
- Shows Scout Spirit

Requirements: All Requirements must be completed to receive FULL Leadership credit, Otherwise only partial credit may be given. See the indicated adult leaders below to initial requirements.

Leadership Chairman _____
Date/Initials _____

Briefed on duties and responsibilities

Complete Junior Leadership Training

Attend 55% of troop outings Actual percentage _____

Advancement Chairman _____

Bring the library to one troop meeting each month and announce the date to the troop

Complete an accurate inventory of the troop library and have the list available at each troop meeting for interested scouts and bring the materials the next week

Maintain a sign-out log for materials and follow-up to ensure material is returned (post an overdue listing once a month at the troop meetings)

Review the library at least once a month during the period for out-of-date materials and discuss with the advancement chairman for possible retirement from the library

Leadership Chairperson _____

All Requirements initialed

This form is due within 60 days following current 6 month leadership period. If this form is completed mid term to satisfy a rank requirement, it MUST also be completed again at the end of the leadership period to receive credit for the remainder of the leadership period.

Credit from ____/____/____ to ____/____/____

Leadership Chairperson Signature

Date: ____/____/____

Leadership Chairperson Record

Name: _____ Position: **Troop Librarian**

Patrol: _____ Credit from ____/____/____ to ____/____/____