

Leadership Card

Name: _____

Troop Webmaster

Patrol: _____

Job Description: Troop Webmaster keeps an historical record of troop activities thru the Website.

Leadership Position Coordinator: Troop Webmaster

Duties of Troop Webmaster:

- Establish and maintain a safe and secure troop website.
- Ensure the troop website is a positive reflection of Scouting for the public.
- Manage the troop's electronic communication tools.
- Work with the Scouts to provide up-to-date troop information.
- Work with the scribe.
- Set a good example.
- Wear the Scout uniform correctly.
- Live by the Scout Oath and Scout Law.
- Show and help develop 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

_____ Attend 55% of troop outings _____ Actual percentage _____
_____ Complete Junior Leadership Training

Position Coordinator

_____ Date/Initials _____
_____ Briefed on duties and responsibilities
_____ Learn basics of Troop 31 Web Design and Google Calendar
_____ Log of Weekly updates to Home Page with upcoming Troop notices
_____ Log changes to Calendar Events on Google Calendar
_____ Log of Mistakes and corrections found for Website

Leadership Chairperson

_____ _____
_____ Keep a log of your experience as historian
_____ 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 Webmaster**

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