

## POSITIONS OF RESPONSIBILITY

### QUARTERMASTER

**Job Description:** The Quartermaster is the troop's supply boss. They are responsible for managing the troop's equipment, keeping it organized, and ensuring it is in good working condition. The Quartermaster works with patrol leaders to issue and retrieve gear and reports on the status of equipment to the Patrol Leaders' Council (PLC).



**Reports To:** The Quartermaster reports to the **Senior Patrol Leader** with guidance from the adult Troop Quartermaster.

#### Prerequisites

A Scout should have the following qualifications to serve as Quartermaster:

- **Rank:** At least First Class.
- **Training:** Completed or will complete *Introduction to Leadership Skills for Troops (ILST)* during their term.

#### Key Duties

1. **Manage Troop Equipment:** Maintain an accurate inventory of all troop gear and ensure the equipment storage space is organized and clean.
2. **Issue and Retrieve Gear:** Oversee the check-out and return of equipment for troop events. Ensure all gear is returned clean and in good condition.
3. **Prepare for Campouts:** Lead the process of loading and unloading troop gear for campouts and other outings.
4. **Report to the PLC:** At PLC meetings, report on the status of equipment and make suggestions for new or replacement items.
5. **Be a Role Model:** Live by the Scout Oath and Scout Law and demonstrate a high level of **Scout Spirit**. Wear the Scouting America uniform correctly and with pride at all troop functions.
6. **Work with Leaders:** Cooperate with the Senior Patrol Leader and the adult troop Quartermaster to ensure the troop has the supplies it needs.

## Performance and Advancement Expectations

To fulfill the "active service" requirement for this role, the Quartermaster is expected to:

- **Be a Regular Participant:** Consistently attend troop meetings, campouts, and Courts of Honor to perform the duties of the position.
- **Complete Position Agreement:** Read and sign the troop's Leadership Position Agreement.
- **Meet with the Scoutmaster:** Schedule and complete at least one conference with the Troop Quartermaster or Scoutmaster during their term to review their progress and discuss advancement goals.
- **Maintain Records:** Keep a record of their service and duties for all Scoutmaster conferences.

## **QUARTERMASTER**

**Scout's Name:** \_\_\_\_\_ **Patrol:** \_\_\_\_\_

**Term Dates:** \_\_\_\_\_ to \_\_\_\_\_

## **Patrol:**

Scout must earn a minimum of **25** points to fulfill the “active participation” definition.

Activity	Point Value
Troop Load Out (Wednesdays at the Warehouse)	3
Troop Load In (Sundays at the Warehouse)	3
Deliver an "Equipment and Gear" talk to Scouts	5
Conduct an Action Packer inspection at a troop meeting	5
Facilitate Cleanout Day for the SJD Scout Closet	8
Assist the Troop Quartermaster with Warehouse cleanout / organization	10
Other: discuss with Troop Quartermaster or Scoutmaster	various

*Troop Quartermaster or Scoutmaster's Signature*

*Date*