

## Troop Instructor

### General

**The main job of a Troop Instructor is to make sure that his assigned patrol performs as needed to plan and present well-done skill sessions. The Troop Instructor has primary responsibility for this task with respect to patrols other than the New Scout Patrol, and secondary responsibility (supporting the Troop Guide) for this task with respect to the New Scout Patrols.**

- The Troop Instructor reports to the Training Assistant Senior Patrol Leader and coordinates with the Instructor Mentor.
- Troop Instructor is a key position requiring a minimum of 70% attendance. If you are unable to perform a job function, it is your responsibility to find and designate a trained and qualified replacement, and to notify the Training Assistant Senior Patrol Leader of the change before the date of that function.
- As a Scout in a key Troop position, you must meet the highest standards for attitude, attendance and appearance. You must exemplify the Scout Oath and Law.
- If more than one Instructor is appointed, the Instructor Mentor may designate a head Instructor who will be responsible to coordinate and direct the remaining assistant Instructors.

### Upon appointment

- Identify the goals for your position and for your personal advancement. These goals will be listed as short term, three months, and long term, six months. The goals must be measurable, achievable and meaningful.

### One Time

- Be present at the Youth Leader Training.
- Help identify skills needed for planned activities during the Youth Leader Training.

### Weekly

- Assist the Troop Guides as needed with all aspects of skill session planning and presentation by the New Scout Patrols.
- Follow up on weekly basis to ensure that the necessary skill session

planning is taking place. Remember to plan the session two weeks in advance, gather the materials one week in advance and do a short rehearsal and conduct a full rehearsal prior to the meeting on the night of the skill session.

- Attend a post-skill session evaluation after every skill session.
- Provide backup resources and be prepared to assist for every skill session in case of oversight or failure.
- Meet with assigned patrol to develop skill session planning sheet no less than two weeks prior to scheduled planning session. Retain a copy of that skill session planning sheet for review.
- Meet with the assigned patrol to ensure material has been gathered one week before the session and conduct brief preparation session.
- Meet with the assigned patrol, at 6:30 PM on the night of the skill session, for final preparation.
- Be prepared to assist the assigned patrol with the skill session.
- Conduct evaluation with patrol after skill session.