



Nischa Chuppecat Lodge Vice-Chief of Program

Position Description

Objective: To provide leadership to the members of Nischa Chuppecat Lodge through adherence to the program and policies of the lodge. He regularly reports to the Lodge Chief on the progress of the committees he oversees. He works with the Associate Lodge Adviser of Program to ensure the proper implementation of all lodge operations by the youth leaders and members of Nischa Chuppecat Lodge. **This Vice-Chief oversees the Chaplin Services, Activities, Promotion, Service Corps, AIA, and Training Committees, and NOAC, OA High Adventure, and other events held at sectional, regional or national levels.**

Responsibilities:

- Attend all lodge activities and lodge executive committee meetings. Promote attendance and participation of lodge officers and committee chairmen. Attend appropriate section, region and national functions.
- Actively promote attendance of other OA members to lodge, council, section, region and national events.
- Work with the Associate Lodge Adviser of Program to seek advice and training.
- Attend trainings to enrich the knowledge and ability to serve as Vice-Chief.
- Provide leadership in the planning and execution of the coming year's lodge events.
- Assist the Lodge Chief with providing potential committee chairmen for the committees you oversee.
- Assist in establishing annual goals and objectives for the committees he oversees.
- Provide the Lodge Chief with agenda items from lodge officers and committee chairmen for the LEC Meetings in advance of the LEC Meetings.
- Coordinate with the Vice-Chief of Communications and the Lodge Chief to provide timely promotional information on lodge, section, region, and national events for publication.
- Work directly with the committee chairmen to delegate duties, to recruit members for committees they oversee, and to ensure the completion of their assigned duties.
- Provides the draft schedules for lodge events.
- Ensure, through guidance, committees are providing quality activities, programs, and trainings, and meaningful service projects at lodge events.
- Follow all proper financial practices including budgeting within all areas of responsibility.
- Ensure all needed supplies are available for use by the committees you oversee.
- Promotes the correct wearing of the Scout uniform by personal example.
- Conduct himself at all times according to the Scout Oath, Law, and OA Obligation.

Election Candidacy Agreement

Dear Lodge Officer Candidate and Parent/Guardian:

Thank you for wanting to serve as a lodge officer for the upcoming year. Serving as a lodge officer is a unique and exciting opportunity. The success of the lodge depends on each lodge officer, and their appointed adviser, to make a commitment of their time, talent and energy. If you have any questions or are unsure about what will be asked of you as a lodge officer, please talk with one of the current officers or advisers before completing this form. **To be considered eligible to run for any elected lodge office, you must be less than 21 years of age for the entire duration of the elected term, a registered member of the BSA, a dues paying member of the lodge, and this form MUST be submitted to the Lodge Adviser on or before the Friday evening of Fall Fellowship before Lodge Officer Elections take place the following day.**

I petition to become a Candidate for the office of _____ for the _____ term.

Name: _____ Troop #: _____

Chapter Name: _____ District: _____

Candidate Phone #: _____ Candidate Email: _____

Parent/Guardian Phone #: _____ Parent/Guardian Email: _____

_____ (Candidate initials) I understand attendance of the Lodge Leadership Development on _____ is **mandatory** for all elected officers. To further enhance my leadership skills, I will make all efforts to attend the National Leadership Seminar (NLS). Nischa Chuppecat Lodge provides financial assistance (50% of the registration fee) to any Arrowman able to attend the National Leadership Seminar. The date and place which I attended or will attend NLS was/will be _____ (upcoming NLS dates available on our website).

This form is meant to make sure that each candidate has the support and understanding of their parents/guardians, unit leader and Lodge Adviser before making a commitment to serve as a lodge officer. This is a crucial part of ensuring the success of every officer. Each Lodge Officer is expected meet the objectives and responsibilities of his position as described in the Position Description for which he is running.

The success of the OA Lodge is dependent on active, engaged officers. Each officer will have an experienced adult adviser assigned to him to work as a team with their officer. Advisers in the OA are experienced Scouters who enjoy volunteering their time to mentor motivated Arrowmen. Advisers train, coach, and guide their officers to complete assigned duties that exceed what is normally asked of young men in high school or college. Lodge officers are expected to diligently work with their adviser, their fellow officers and chairmen, and with other Arrowmen. Service as a lodge officer is not for everyone.

Lodge officers are expected to be able to budget their time between school, family, religious and other responsibilities with what is required of them as a lodge officer. A great many officers have served with distinction and managed their other responsibilities well. Since the effective operation of a Lodge with over 500 members depends on each lodge officer, any officer who finds that he cannot keep up with the duties above or balance these duties with other commitments and obligations will be expected to resign or will be removed from office.

I attest that the above Arrowman has my support to serve as a Nischa Chuppecat Lodge Officer and we have discussed the responsibilities of being a lodge officer.

Candidate Signature Date Parent/Guardian Signature Date

Unit leader signature certifies activity and leadership in a troop: _____
Unit Leader Signature Date

Lodge Adviser signature certifies understanding of leadership responsibilities within the lodge:

Lodge Adviser Signature Date