



Glacier's Edge Council (620), BSA Advancement Committee

- ♣ Indian Trails
- ♣ Mohawk
- ♣ Wisconsin River
- ♣ Yahara

Every Unit should have an Advancement Coordinator/Chair

Ideally, every unit should have an adult volunteer fulfilling the critical position of unit **Advancement Coordinator/Chair** as part of their Unit Committee. What is an **Advancement Coordinator/Chair** and what are their responsibilities?

Every unit has certain advancement responsibilities as listed in the *BSA Guide to Advancement*:

3.0.0.3 Unit Advancement Responsibilities

Unit advancement coordinators and those who assist them have the basic responsibility to support the unit's advancement and award program to maximize achievement, and otherwise facilitate a smooth implementation of the process. Specific responsibilities are outlined in the leader literature for each program.

In some units, the responsibilities may be fulfilled by the Scoutbook Administrator, although the scope of Scoutbook Administrator may not be as broad as the intended **Advancement Coordinator/Chair** role.

Sometimes the responsibilities are fulfilled by the Cubmaster, Scoutmaster or an Assistant, although this does not align properly with the role of Advancement Coordinator/Chair being defined under Unit Committee responsibilities:

- The *Troop Committee Guidebook* defines the duties of the **Advancement Coordinator**
- The *Cub Scout Leader Book* outlines the duties of the **Advancement Chair**

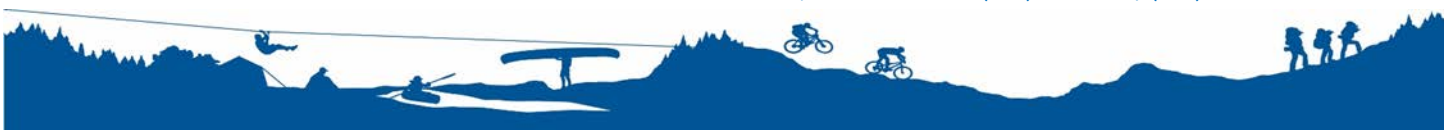
Duties of Advancement Coordinator (Scouts BSA)

- Encourage Scouts to advance in rank
- Work with the troop scribe to maintain all Scout advancement records.
- Arrange quarterly troop boards of review and courts of honor.
- Develop and maintain a merit badge counselor list
- Make a prompt report on the correct form to the council service center when a troop board of review is held. Secure badges and certificates
- Work with the troop librarian to build and maintain a troop library of merit badge pamphlets.
- Report to the troop committee at each meeting.

Duties of Advancement Chair (Cub Scouts)

- Have a working knowledge of the Tiger Cub, Cub Scout, and Webelos Scout advancement plans.
- Help plan and conduct induction and advancement recognition ceremonies.
- Arrange for Tiger Cub graduation ceremonies with the Cubmaster and Tiger Cub den leader.

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- Train parents, guardians, and pack committee members in ways to stimulate Tiger Cub, Cub Scout, and Webelos Scout advancement.
- Arrange for Webelos graduation ceremonies with the Cubmaster, Webelos den leader, and Scoutmaster.
- Promote the use of Tiger Cub, Cub Scout, and Webelos Scout den advancement charts to record advancement in the den and as an incentive for advancement.
- Promote the use of den doodles as a stimulus for advancement.
- Collect den advancement reports at pack leaders' meetings for use when ordering badges and insignia from the local council service center.
- Promote *Boys' Life* magazine as an aid to advancement.
- Help build or obtain advancement equipment for use in making advancement ceremonies more effective.
- Promote the wearing and proper use of uniform and insignia.

So, who is your **Unit Advancement Coordinator/Chair**?

The Council Advancement Committee is here to support all units. Please let your District Advancement Chair know with whom they should maintain contact for advancement-related issues.

District Advancement Chairs:

Indian Trails:	Todd Praneis
Mohawk:	Josh Rubin
Wisconsin River:	Darcy Berlin
Yahara:	Dan Maahs

Council Advancement Committee Chair:

Glacier's Edge Council:	Ed Elder
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