



## **PROVISIONAL SCOUTMASTER Position Description**

### **POSITION CONCEPT**

The Provisional Scoutmaster leads a provisional unit and acts as Scoutmaster for visiting scouts who are not attending camp with their unit. The Provisional Scoutmaster motivates visiting scouts to reach their camp goals, and have fun while doing so. The Provisional Scoutmaster helps these scouts with all aspects of their camp experience, from both a unit and program perspective. The Provisional Scoutmaster reports to the Camp Commissioner, and lives on-site at Camp Geronimo during camp.

### **PRINCIPLE RESPONSIBILITIES**

- Exemplify the Scout Oath and Law. Support Boy Scouts of America (BSA) policies and the Aims and Methods of Scouting. Strive to provide programs that are exciting, dynamic and appealing to today's youth; that meet the needs of the youth and the units attending camp; and that are fun and safe.
- Work closely with Camp Commissioner on all matters. Work collaboratively with Camp Director, Program Director, Area Directors, Staff Hill Scoutmaster, other camp staff, Camp Ranger, Unit Leaders and Council staff.
- Attend monthly pre-camp planning sessions, if possible, or when requested.
- Attend staff training weekend. Obtain all personal training required. Abide by the rules set forth in the most current "Camp Staff Manual".
- Explain the patrol method to ensure smooth provisional unit operation. Encourage correct uniform and appearance standards by scouts.
- Give the provisional unit scouts the advice and tools to achieve rank advancement, earn merit badges, perform service projects and participate in other camp program opportunities.
- Assist Camp Commissioner in coordination of programs and activities, such as camp wide games, flag ceremonies, campfires and service projects.
- Other duties as assigned by Camp Commissioner or Camp Director.

### **Daily Operations**

- Make sure each program is presented on time with all materials on hand, ready to go.
- Develop and maintain a program that imparts useful knowledge, that supports the aims and objectives of the Boy Scouts of America, and that is fun, challenging and safe.

- Impress upon all participants that they are only learning some of the basics, and should never attempt activities without experienced, trained supervision and proper safety equipment.
- Strive to be sure that there are plenty of interesting program activities so that campers do not have to stand around waiting.
- See that the program area is always clean and efficient.
- Inspect program materials frequently and keep your Camp Director informed of any supplies needed.
- Ensure a safe and adventurous experience, while fulfilling the requirements of the Merit Badge.

### **END OF SEASON**

- Update the Camp Geronimo Program Area Standard Operating Procedures to reflect current program usage and lessons learned
- Ensure all equipment is inventoried and stored properly
- Ensure the Gear Records and Maintenance Logs area up to date
- Write suggested changes, updates, opportunities, and program adjustments for the upcoming year.

### **ADDITIONAL QUALIFICATIONS**

#### **Required (must be met prior to the start of summer camp)**

- Be at least 21 years of age.
- Be a registered member of the Boy Scouts of America.
- Be a fully trained BSA Scoutmaster.
- Have a strong BSA background, and be knowledgeable of BSA scout ranks and BSA programs
- Certified in American Red Cross CPR/AED, or Council-approved equivalent.
- Certified in American Red Cross Standard First Aid, or Council-approved equivalent.
- Familiar with MS Word and Excel and/or use of computer databases.

#### **Preferred**

- Prior BSA experience, residential camp experience, unit leadership, or leadership/management of youth and young adults.
- Expert in MS Word and Excel and/or use of computer databases.