

Troop Quartermaster

Name: _____ **Term Date:** _____

Position Description: *The Troop Quartermaster (QM) keeps track of Troop equipment and sees that it is in good working order. The Quartermaster does most of his work around campouts. There are times when the Quartermaster has to be available to check equipment in and out.*

Position: *Elected by entire Troop*

Term: *6 months*

Position Coordinator: *Senior Patrol Leader*

Service toward: *Through Eagle*

Minimum Rank for this job: *None*

Minimum Age: *None*

Experience: *None*

Previous Attendance: *Satisfy the Troop's "active scout" standard by attending at least six Troop events (meetings or campouts), and at least one community service event or Troop service event within the preceding six-month period.*

In addition to the General Leadership Responsibilities set forth in the Leadership Application the Quartermaster duties are:

- *Keeps records on Patrol and Troop equipment. Maintain the equipment records used during every outing to track equipment that is used, who used it, who was assigned to clean it prior to return, the condition it was returned in and the date it was returned.*
- *Makes sure equipment is in good working condition.*
- *Issues equipment and makes sure it is returned in good condition.*
- *Makes suggestions for new or replacement items.*
- *Works with the Equipment Chair (Adult Quartermaster) responsible for equipment.*
- *Responsible to get the US, Troop, and Patrol flags for meetings and ceremonies and properly store them afterwards.*

Troop 149 Interprets the Quartermaster duties to include:

- *Serves as a member of the Patrol Leaders Council (PLC).*
- *Leads and assists on projects and events assigned by the PLC.*
- *Delegate tasks to other scouts and ensures a substitute attends any meeting event or activity the Quartermaster will not be able to attend.*
- *Responsible to supervise loading Troop equipment into the trailer and unload equipment upon return for camping and other events. Responsible for properly storing all equipment inside the Troop Storage Room. Other Scouts shall assist under his direction with loading and storing equipment.*

Troop 149 Performance Requirements for the Quartermaster include:

- *Must submit a Leadership Position Application one (1) week prior to the election.*
- *Must attend the Troop's Junior Leader Training even if attended in the past.*
- *Expected to attend 75% of all Troop meetings, Patrol Leaders Council meetings, outings, and service projects. If your attendance is low, or if you have three (3) unexcused absences in a row, you can be removed from office.*

Date/Initials

_____ Junior Leadership Training
 _____ Mid-term Conference on duties and responsibilities
 _____ Completed the Troop Quartermaster duties during term in office
