

## **Jump-Starting a Varsity Scout Organization**

Here is a strategy that has been used successfully to get a Varsity Team up and organized and ready to go in a very short time:

1. From the ranks of the Varsity Scouts, identify the Captain and assign the five Program Managers. If there are unassigned young men, divide them between the programs as assistant Program Managers. (See Forming a Varsity Team from an LDS Teachers Quorum Organization.)
2. Identify and call/recruit five Program Advisors. Ideally, most of these will be fathers of Program Managers.
3. Schedule a Jump-start meeting, with all the Varsity Scouts and the Program Advisors to be present.
  - a. In advance of the meeting, print copies of the job description materials that follow.
  - b. At the Jump-start meeting, the Coach should review the materials called “Varsity Scouting Program Development” with the entire group (5 minutes)
  - c. Then divide the group into 6 subgroups:
    1. Captain (and Co-captains, squad leaders, if these young men are not also Program Managers), with coaches
    2. Advancement Program manager, Assistants and Advisor
    3. High Adventure/Sports
    4. Personal Development
    5. Service
    6. Special Programs and Events
  - d. Adult leaders (coaches, program advisors) lead a discussion in the seven groups about the focus of the group based on the handout materials (20 minutes)
  - e. Reconvene to general session, where the captain and the individual boy program Managers report to the entire group on their roles in the Team organization (10 minutes).
4. Schedule a Planning Clinic to create an annual calendar, to allow the Team officers to begin to function in their roles. Schedule a night for the Advancement Manager to start IAP development.

## Varsity Scouting Program Development

The Varsity Scouting concept includes an active outdoor program but it also is centered around encouraging balance in a young man's activities. Thus the program emphasizes the five "Fields of Emphasis":

- Advancement = Working toward recognitions and awards, including the progressing toward Eagle rank, Varsity Scout Letter, Denali, other scouting awards, and LDS Teachers Duty to God.
- High Adventure/Sports = Engaging in challenging physical and mental activities
- Personal Development = Growing through leadership, citizenship, physical fitness, social, and cultural experiences
- Service = Benefitting the ward, the community, the environment, and needy individuals.
- Special Programs and Events = Participating in district, council, national BSA and other events.

In its annual calendaring, the Team will identify an outdoor or sports Program Feature to be emphasized each quarter, such as

- Backpacking
- Canoe camping
- Mechanics
- Fishing
- Snow camping
- Shooting sports
- Volley ball

Several of the activities scheduled for the quarter will lead up to a major activity or high adventure for the particular Program Feature, at the quarter's end. Then the team will also select at least one activity from each of the other Fields of Emphasis to round out the quarter's schedule.

Some time during the year the Team will also conduct a week-long Ultimate Adventure.

Each Field of Emphasis has a young man as its Program Manager. The Varsity Scout TEAM COMMITTEE is comprised in part with five adult Program Advisors, each having a youth as a Program Manager counterpart relating to a specific Field of Emphasis.

### THE IDEA

- Divide up the activities.
- Let a boy leader be responsible for the planning and follow through for his particular field.
- Give him the resource of an "Adult Advisor" to help him with workable ideas and suggestions
- Solve his bigger-than-boy problems such as:

Transportation

Equipment

Contacts, etc.

- Assure his follow-through (do not do it for him) by encouragement, assistance, and letting him know the rest of the team is counting on him.

## **Adult Team Leader Job Descriptions**

### **Varsity Scout Coach**

- Train and guide Varsity Scout youth leaders to run their team.
- Involve the parents of team members to maximize the effectiveness of Varsity Scouting.
- Attend all team meetings and activities.
- Guide youth team leaders in planning the program.
- Conduct Coaches' conferences for rank advancement with each Varsity Scout.
- Encourage all Varsity Scouts to participate fully in the entire Varsity Scout program
- Meet and work with the team committee, advising members of proposed activities and program needs
- Take advantage of available training opportunities.
- Attend Round Tables to share ideas with other Coaches in the district.
- Maintain the principles and rules of the Boy Scouts of America.
- Wear the Varsity Scout uniform correctly.

### **Assistant Varsity Scout Coaches**

- Assume duties assigned by the Coach and assist with implementing the full Varsity Scout program.
- Attend all team meetings and activities.
- Take advantage of available training opportunities.
- Attend Round Tables to share ideas with Coaches and Assistant Coaches of other teams in the district.
- Advise and train squad leader members, if assigned to work with a specific squad.
- Meet and work with the team committee.
- Fill in for the Coach in the Coach's absence.
- Maintain the principles and rules of the Boy Scouts of America.
- Wear the Varsity Scout uniform correctly.

### **Team Committee Chair**

- Work closely with the chartered organization and the team committee.
- Plan and conduct monthly team committee meetings.
- Organize support for the team's programs and activities.
- Ensure that the committee provides the team with adult assistants, materials, supplies, financial resources, meeting facilities, transportation, and support from parents and the chartered organization.
- Assign committee members to serve as advisers for each of the five fields of emphasis.
- Provide a forum for the Program Advisors to learn of assignments and prepare to assist their respective Program Managers in the planning and carrying out of specific team activities.

## **Program Advisers**

- Serve as a member of the team Committee and attends monthly committee meetings.
- The Program Adviser wears two hats. One is the position of team committee member, taking care of administrative duties such as fiscal management and policymaking. The other hat is that of Program Adviser, working directly with youth members in a support role. Each of the five fields of emphasis should have a Program Adviser who serves as a sounding board and adviser to the youth Program Manager. The Program Adviser is usually a parent of a youth member or member of the chartered organization.
- Guide and mentor a youth Program Manager of a specific field of emphasis.
- Complete all training that is available for the adult Varsity Scout leader.
- Set an example for youth members by maintaining the principles and rules of the Boy Scouts of America and the Church.

## **Youth Team Leader Job Descriptions**

### **Captain**

- Conduct Team meetings under the guidance of the Coach.
- Preside a Team leadership meetings.
- Select and appoint Program Managers, with the Coach's approval.
- Coordinate Team activities with the Program Managers.
- Maintain the spirit of the Team in all activities.
- Set a good example of the ideals of Scouting.
- Encourage Team members to advance along the Eagle trail and work toward other Varsity awards.
- Wear the Team uniform correctly.
- Live by the Scout Oath and Law.
- Show Scout spirit.

(Optional Positions depending on the size of the Team):

### **Co-Captain**

- Assist the Captain in the operation of the team
- Take charge of the Team when the Captain is not present.

### **Squad Leader(s)**

- Lead a squad (a Team may be divided into smaller groups)
- Represent the squad in Team leader meetings

## **ADVANCEMENT**

### **Advancement Program Adviser**

- Serve as adviser to the Varsity Scout team's advancement Program Manager.
- Work with the team's Coach, Captain, and advancement Program Manager to schedule an individual Advancement Inventory with each Varsity Scout and help the Program Manager map out a personal advancement plan for each team member, which may include the achievement of scouting ranks, Varsity Letter, Denali award, On My Honor, and Duty to God.
- See that accurate advancement records are maintained on members of the team
- Guide the Program Manager in conducting team committee boards of review for the ranks, including Tenderfoot, Second Class, First Class, Star, and Life.
- Arrange participation in district Eagle boards of review as required by team members
- Assist the Coach and the advancement program manager in obtaining necessary badges and certificates and in planning and conducting courts of honor (awards nights).
- Take the responsibility for filing applications for national camping, conservation, and heroism awards.
- Promote awards for adult leaders

### **Advancement Program Manager**

- Gets dates from the Team Captain when you are expected to manage an activity in your assigned field of emphasis.
- With the Program Adviser's help, plans, organizes, and leads the activities in assigned field of emphasis. If numbers allow, may also lead other Varsity Scouts as members of a committee to develop these activities.
- Completes Varsity Scout Team Activity Planning Worksheet to plan and present assigned activities to the team for approval.
- Reports to the team captain, and also the team in team meetings, regarding plans and concerns in the preparation of activities.
- Keep Trail to the Eagle Advancement Chart up to date and displays this chart at team meetings.
- Keep current the team's Varsity Letter chart and displays this chart at team meetings
- Encourages team members to achieve scouting ranks, Varsity Letter, Denali award, Duty to God, and other awards and recognitions.
- Work with the team's Coach, Captain, and advancement Program Manager to conduct an individual Advancement Inventory with each Varsity Scout and map out a personal advancement plan for each team member.
- Conduct, with Coach and advancement Program Manager, boards of review for scouting advancement.
- In team meetings, gives reports on team member advancement progress.
- Helps plan and conduct courts of honor (awards night).

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**ADVANCEMENT PROGRAM MANAGER**

# Varsity Scout Individual Advancement Plan

Name \_\_\_\_\_

Current Scout Rank:

Achieved Varsity Letter?

Denali award?

Long Range Advancement Goals *(rank, VS letter, Denali, religious awards, other)*:

Short Range Advancement Objectives *(merit badges, other specific steps)*:

- 1.
- 2.
- 3.
- 4.

Help Needed from Team to Advance:

Varsity Scout signature \_\_\_\_\_

Date \_\_\_\_\_

Advancement Program Manager \_\_\_\_\_

Date \_\_\_\_\_

Program Adviser or Coach \_\_\_\_\_

Date \_\_\_\_\_

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Short Range Advancement Objectives *(updated as of*

- 1.
- 2.
- 3.
- 4.

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## **HIGH ADVENTURE/SPORTS**

### **High Adventure/Sports Program Adviser**

- Serve as adviser to the Varsity Scout team's high-adventure/sports Program Manager.
- Become familiar with each program feature the team chooses.
- Assist the Program Manager in preparing schedules for high adventure trips.
- Identify qualified consultants for high-adventure and sports instruction.
- See that the team follows all safety precautions, standards, and rules of the BSA and the chartered organization. For all appropriate activities outside the team's local area, file a tour permit with the local council.
- Stay informed about high-adventure opportunities at the local and regional levels, and at all BSA national high-adventure bases.
- Assist in developing inter-team sports competition.

### **High Adventure/Sports Program Manager**

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**HIGH ADVENTURE/SPORTS PROGRAM MANAGER**

## **PERSONAL DEVELOPMENT**

### **Personal Development Program Adviser**

- Serve as adviser to the team's personal development Program Manager.
- Make sure the team's annual plan has a balance of worthwhile experiences that include all five program fields of emphasis.
- Help the team coordinate Duty to God goals with personal development activities scheduled in its annual plan.
- Seek opportunities for the team to participate in activities that will enhance personal development.
- Provide support and help in arranging transportation to events that will enhance personal development.

### **Personal Development Program Manager**

- In the team's annual planning retreat, promote the inclusion of personal development activities so spiritual, citizenship, social/cultural, and physical activities appear regularly on the calendar.
- Gets dates from the Team Captain when you are expected to manage an activity in your assigned field of emphasis.
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- May serve as captain of Quorum/team sports teams playing in stake or other competition. Makes sure that players are contacted about games. Promotes good sportsmanship.
- May represent the quorum/team in the planning of social/cultural activities for combined YM/YW..

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**PERSONAL DEVELOPMENT PROGRAM MANAGER**

## **SERVICE**

### **Service Program Adviser**

- Serve as adviser to the team's service Program Manager.
- Review service projects and anticipate levels of necessary support.
- Develop lists of potential service projects that may be coordinated with selected program features.
- Assist with service projects by helping arrange for transportation, tools, and equipment.
- Become familiar with service projects acceptable for satisfying the requirements for the ranks of Star, Life, and Eagle and for Duty to God. Assist the service Program Manager to coordinate with the advancement Program Manager to make sure that each individual team member has the opportunity to lead or participate in service projects as required to meet the requirements for rank advancement and Duty to God in a timely way.
- See that accurate records are kept of service project leadership and time devoted to service, for members of the team.

### **Service Program Manager**

- In the team's annual planning retreat, promote the inclusion of service activities so that at least one is calendared per quarter.
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- Coordinate with the advancement Program Manager and adviser to make sure that each individual team member has the opportunity to lead or participate in service projects as required to meet the requirements for rank advancement and Duty to God in a timely way.
- May delegate service project leadership to other team members who need the experience for Eagle or Duty to God requirement.
- With help from the Program Advisor and other ward leaders, create an ongoing list of possible team and individual service projects.
- Promote District, Church, and community service projects as appropriate.
- Help your buddies in the team to develop a greater love of service.

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**Planning Worksheet**  
**Duty to God Service Project**

**Young Man** \_\_\_\_\_

**Proposed Project Dates** \_\_\_\_\_

Choose a project that gives significant service to your family, ward, stake, or community. Approval signatures must be obtained before doing the project. This project must provide substantial hours of service by yourself and quorum members.

**Project Description:**

**Approvals:**

**Community Organization Leader (if needed):** \_\_\_\_\_

**Parent(s):** \_\_\_\_\_

**Advisor:** \_\_\_\_\_

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**Results of Project:**

**Names of Young Men participating:**

**Service hours:** Yourself \_\_\_\_\_ Other Teachers \_\_\_\_\_ TOTAL \_\_\_\_\_

## **SPECIAL PROGRAMS AND EVENTS**

### **Special Programs and Events Program Adviser**

- Serve as adviser to the team's special programs and events Program Manager.
- Become familiar with district, council, and national events available through the BSA.
- Schedule important events on the annual team calendar.
- Ensure that the team adheres to all safety precautions, tour permits, standards, and rules of the BSA and the chartered organization.
- Work with the team and team committee to organize money-earning projects for financing special events.

### **Special Programs and Events Program Manager**

- Obtain from the District and Church calendar, events sponsored by them for Varsity Scouts/Teachers, and promote these events to the team when the team calendar is being planned so that at least one SP&E activity is planned per quarter.
- Gets dates from the Team Captain when you are expected to manage an activity in your assigned field of emphasis.
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