

Troop 162 – Leadership Card – Troop Quartermaster

Name: _____

Job Description: The quartermaster is responsible for the maintenance, distribution, and collection of the troop's equipment.

Leadership Position Advisors: Adult – Equipment Coordinator
Scout- ASPL

Duties:

- Keeps records on troop equipment. Conducts at least one full inventory during his term.
- Makes sure equipment is in good working condition and works with Equipment Coordinator to ensure equipment is repaired.
- Issues equipment and makes sure it is returned in good condition.
- Makes suggestions for new or replacement items of equipment or consumable supplies. The suggestions should be reviewed with the ASPL and submitted in writing to the Equipment Coordinator.
- Sets a good example.
- Enthusiastically and correctly wears the Scout uniform.
- Lives by the Scout Oath and Law.
- Shows Scout spirit

Requirements: All requirements must be completed to receive FULL leadership credit. Otherwise, partial credit may be given.

Position Advisor _____

Date/Initials

____ / ____ Briefed on duties and responsibilities. (position advisor ____ / ____)

____ / ____ Attended troop leadership training.

____ / ____ Attend 50% of troop meetings or as needed to fulfill responsibility (Actual % ____)

____ / ____ Completed Self/Advisor assessment

____ / ____ Satisfactorily completed duties and responsibilities.

Dates of Term ____/____/____ to ____/____/____

Position Advisor Signature/Date _____

Scoutmaster Signature/Date _____

Quartermaster Self Assessment/Position Advisor Assessment

	Poor	Fair	Good	Great	Excellent	Comments
Duty						
Kept records on troop equipment						
Maintained troop equipment in working order						
Suggested new equipment for purchase						
Kept equipment area neat and tidy						
Conducted one Inventory						
Set a good example						
Wore Uniform						
Lived by Scout Oath/Law						
Showed/Developed Scout Spirit						

What I would like to accomplish for the troop in this position (Vision) _____

Things I think I did well in this position: _____

How I could have done better: _____

Instructions:

At beginning, middle, and end of your term, meet with your Position Advisor to discuss how you are fulfilling the position

Upon completion of leadership term, meet with Position Advisor to have leadership rank requirement signed off in handbook.

Upon completion of sign-off, submit completed leadership card to Scoutmaster for signature and recording. The completed form will then be returned to you.