



## **Chaplain Aide Leadership Smart Book**

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# Preface To This Book

Many times adult leaders hear this phrase from boy leaders: "I didn't know I was supposed to do that." This book is designed to help prevent that phrase from being spoken too often. We hope that it will help you in the performance of your duties and that it is organized so that you can quickly find help. We believe that if you follow the responsibilities listed in this book that you will find your job much easier and more enjoyable, but most of all, that you will be a better leader.

It took about six months to write and produce the original versions of these Smart Books and they are continually updated. We would like your input on what can be done to make this book better for the next Scout that holds this position. Please put your comments on the Feedback Sheet found elsewhere in this book.

You are responsible for the maintenance of this book while you are in possession of it. There will be periodic updates of various documents that you should promptly place in the book in the correct location. If additional materials or document protectors are needed, please see the Scoutmaster. The monetary value of this book is \$30.00. If you lose, destroy, or damage this book beyond use you are responsible for its replacement cost. We do expect these books to be used and not left at home gathering dust, so you will not be charged for normal wear and tear.

And this book *should* be used. We want to see it with you on every Troop activity - meetings, campouts, and other events. It can help to answer the question, "What do I do now?" In addition, there are other resources you can, and should, use: the Handbook, Fieldbook, Merit Badge Books, Junior Leader Handbook, and others. Many of these are found in the Troop library and can be checked out when you need them.

Good luck in your tenure!

# Letter To Parents

Dear Parents,

We're proud to announce that your son was recently selected as Troop 216's Chaplain Aide!

This is an important leadership position within our Troop that, if performed properly, will provide your son with experience and credit toward his next rank. We have a number of things we expect from our boys while serving in a leadership position.

We've attached an outline of the responsibilities your son now has and need your help as he learns his new position. Please review the attached sheet **with your son** and discuss how he can accomplish his new duties. We believe by doing so, you will provide one of the single most important aspects toward your son's success your support. We will also be working with your son to ensure he understands his responsibilities. We ask that you sign the *Parent's Agreement* below to signify you have done this.

In addition, we'll provide him assistance as required and feedback on a continual basis. Our goal is to make him a success, so that the Troop can be a success.

During his term in this new position, we also ask that you help him jot down any lessons learned on the enclosed "lessons learned" worksheet. We've developed this worksheet to have the Scouts provide us feedback on what works, doesn't work, could be done better or maybe in another way, to continue to improve our programs. We believe your son's honest feedback will enable us to fine tune our programs to ensure we provide quality programs for the boys. We plan to withhold assigning credit to the boys for performing these duties until the feedback sheet is provided to us. Your help in ensuring these sheets are filled out and provided to us is essential.

We look forward to working with you and your son as he assumes his new duties. If you have any questions, please feel free to contact one of the Assistant Scoutmasters, the Committee Chairman, or me.

Sincerely,



Mark Faerber  
Scoutmaster

**Parent's Agreement**

I have reviewed the job description for Chaplain Aide with my son and understand the commitment he is making. I agree to support him by helping to make him available for meetings and activities, and by providing encouragement at home. He and I both realize that his **active** involvement in this position is necessary for the smooth operation of Troop 216.

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Parent signature

# Letter Of Commitment

Congratulations on attaining this leadership position. While performing the duties in this position, we hope you will learn and grow in your abilities as a leader. In order to do so, we challenge you to set goals for yourself so that you can be successful in this position.

Success does not come easily it takes personal commitment and hard work. However, we believe you have what it takes to succeed and plan to work with you to make your term in this position a rewarding experience for you as well as for the other members of your Troop.

Your Troop adult leadership stands committed to provide you the necessary tools (training, guidance, and resources) for success. However, none of these will work without personal commitment on your part.

In order to receive credit for performing in this position, you must use the tools we provide and apply them to your duties. You must fulfill all requirements of the position in order for us to grant you credit toward rank advancement. ***Failure to show commitment and willingness to perform all duties will result in you not receiving credit during your tenure in this position.***

By signing below, you are stating that you have read this letter and accept the terms stated herein.

Printed Name	Signature	Date Started	Date Completed	Approved By
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

# Chaplain Aide Job Description



**INTRODUCTION:** When you accepted the position of Chaplain Aide, you agreed to provide **service** in Troop 216. This responsibility should be fun and rewarding. This job description will provide you with some of the things for which you are responsible while serving in this position. The Chaplain Aide is appointed by the Senior Patrol Leader with the approval of the Scoutmaster. If you have any questions, difficulties or suggestions, bring them to the attention of the Assistant Senior Patrol Leader (ASPL), Junior Assistant Scoutmaster (JASM) or an adult leader.

**RESPONSIBLE TO:** Assistant Senior Patrol Leader, Junior Assistant Scoutmaster (and works with the Troop Committee Religious Awards coordinator).

## **SPECIFIC DUTIES:**

- Keep Troop leaders apprised of religious holidays that Troop members observe when planning the yearly and monthly calendars.
- Assist the Religious Awards Coordinator in promoting the earning of religious awards by Troop members.
- Encourage saying grace at meals while camping or on other activities.
- Coordinate a non-denominational religious service on each campout. You may assign duties to other Scouts, such as readings, etc.
- Set a good example.
- Wear the uniform correctly.
- Live by the Scout Oath, Law, Motto and Slogan.

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## ***At the end of your tenure in this position:***

1. Make sure you read the *Lessons Learned Feedback Sheet* contained in this book and provide the Scoutmaster any comments you may have at least 2 weeks before the new elections.
2. Plan to spend some time during the next Troop meeting with the Scout who was appointed to replace you. We want you to review with him what you did during your tenure and what worked, didn't work, and could have been done better. Give him a good turnover to make sure

there's a smooth transfer of duties from you to him.

# Lessons Learned

## Feedback Sheet

Position: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

The purpose of this sheet is to provide you a place to jot down any lessons that you learned while serving in this position. What we ask that you do is during the time that you are in the position, that you keep a record of things that worked, did not work, and any other comments that you may have that could help us improve this package for the next person.

You have assumed a great deal of responsibility by agreeing to perform these duties. A Scouting program can only be a success if we get effective feedback from our members on what works and what could be improved upon.

Please jot down any thoughts you may have and pass them to the Scoutmaster or other adult leader. Thank You.

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# Graces for Meals

## Philmont Grace

For food, for raiment,  
For life, for opportunity,  
For friendship and fellowship,  
We thank thee, O Lord.  
Amen

## Edelweiss Grace

Bless us Lord, bless our food. Come  
O Lord, and sit with us.  
May our words glow with peace. Bring  
your love to surround us.  
Friendship and peace, may they bloom  
and grow forever.  
Bless us, Lord;  
Bless our food;  
Bless our service to others.  
Amen

## Arab Grace

It is glory enough for us that we  
should be your servants.  
It is grace enough for us that you  
should be our Lord.  
Amen

## African Grace

O Lord, our meal is steaming before  
us and it smells very good. The  
water is clear and fresh. We are  
happy and satisfied. But now we must  
think of our brothers and sisters  
all over the world who have nothing  
to eat and only little to drink.  
Please, please let them have enough  
to eat and enough to drink. That is  
most important. But give them also  
what they need every day in order to  
get through life. Just as you have  
given enough to eat and drink to the  
people of Israel in the desert,  
please give it to our hungry and  
thirsty brothers, now and at  
anytime.  
Amen

Make us worthy, Lord, to serve our  
fellow-men throughout the world who  
live and die in poverty or hunger.  
Give them, through our hands this  
day their daily bread, and by our  
understanding love, give peace and  
joy.  
Amen

*Mother Teresa of Calcutta*

# Interfaith Worship Service

## Call To Worship

### Psalm 100

Make a joyful noise to the Lord, all  
the lands!  
Serve the Lord with gladness!  
Come into his presence with singing!

Know that the Lord is God!  
It is he who made us, and we are  
his!  
We are his people and the sheep of  
his pasture.

Enter into his gates with  
thanksgiving,  
and his courts with praise!  
Give thanks to him; bless his name!

For the Lord is good;  
his steadfast love endures forever,  
and his faithfulness to all  
generations.

## Invocation

O Lord, our Heavenly father, we lift  
our hearts to thee at the beginning  
of this new day. We come to this  
time and place of worship with thy  
beauty all about us; in the sky, in  
the trees, in the earth, and in all  
thy creation. We praise thee, and  
come to worship thee.  
Blessed art thou, O Lord our God,  
who gives us each new day. Amen.

## Hymn: America The Beautiful

O beautiful for spacious skies,  
For amber waves of grain,  
For purple mountain majesties  
Above the fruited plain.  
America! America!

God mend thine ev'ry flaw,  
Confirm thy soul in self control  
Thy liberty in law.

## Responsive Reading

**Leader:** A true and worthy person  
recognizes his obligations and does  
them without being watched or  
compelled.

**Scouts:** A Scout is trustworthy.

**Leader:** We owe much to many to  
home, school, community, nation, and  
to God.

**Scouts:** A Scout is loyal.

**Leader:** The Good Samaritan showed  
the spirit of doing a Good Turn.

**Scouts:** A Scout is helpful.

**Leader:** A real friend is one who  
remains loyal in victory and in  
defeat.

**Scouts:** A Scout is friendly.

**Leader:** Courtesy is the mark of a  
true gentleman. It is shown in  
thoughtful acts and kindly respect  
for everyone.

**Scouts:** A Scout is courteous.

**Leader:** Kindness is the way people  
show respect for others.

Scouts A Scout is kind.

**Leader:** Life is filled with things  
that we must do whether we like them  
or not. One of the marks of growing

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God shed his grace on thee,  
And crown thy good with brotherhood  
From sea to shining sea.

O beautiful for pilgrim feet  
Whose stern impassion'd stress  
A thorough-fare for freedom beat  
Across the wilderness.  
America! America!

up is to willingly accept  
responsibilities.

**Scouts:** A Scout is obedient.

**Leader:** Our moods make our days. If  
we are grouchy, our day is gloomy.  
If we are happy, the day is always  
happier.

**Scouts:** A Scout is cheerful.

**Leader:** The world offers many gifts.  
A wise man uses them with care.

**Scouts:** A Scout is thrifty.

**Leader:** To each of us comes danger,  
difficult tasks, and temptations.  
When faced with a choice between  
courage and cowardice we must be  
brave.

**Scouts:** A Scout is brave.

**Leader:** Cleanliness is next to  
godliness. To have a clean body, a  
clean mind, and a clean record is a  
rewarding achievement.

**Scouts:** A Scout is clean.

**Leader:** Character is determined by  
the things we worship. If we respect  
ourselves and our fellowmen, and see  
them as gifts of goodness from God,  
we live on a high plane.

**Scouts:** A Scout is reverent.

## **Benediction**

May the Lord bless you and keep you.  
May the Lord make his face to shine  
upon you and be gracious unto you.  
May the Lord lift up his countenance  
upon you, and grant you peace.

# Worship Resources

The following can be used in worship services or devotions. You may substitute the following in the previous Interfaith Worship Service if you like. Or you may want create your own worship service out of these resources.

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## Calls to Worship

Many Psalms, or parts of Psalms, make good Calls to Worship. A few are included here, but you may use others.

- The Lord is good to all, and his mercy is over all that he has made. Who shall climb the hill of the Lord and how shall stand in his holy place?  
He who has clean hands and a pure heart who does not lift up his soul to what is false, and does not lie. He will receive a blessing from the Lord.
  - Eternal God, open my lips, that my mouth may declare Your glory.
  - This is the day that the Lord has made. Let us rejoice and be glad in it.
  - The Lord is in His holy temple; Let all the earth keep silence before Him!
  - Our God is an awesome God;  
He reigns from heaven above with wisdom, power, and love.  
Our God is an awesome God!
- 

## Prayers

Most Scouts do not like to pray out loud in front of others without a "cheat sheet". You may use these prayers yourself, or ask other Scouts to read them during worship.

### Scout Prayer

God of the mountains, of the forest, of the plains, hear our prayer

Hear our prayer for courage

Courage to face life's problems;

Courage to meet the unknown;

Courage to rise above the crowd and heed thy bidding

Hear our prayer for vision

A vision of the wider horizons of brotherhood and justice;

A vision of high ideals of purity and love;

And, through a rift in the clouds, a vision of thee, the source of all that is pure and true and noble

Hear our prayer for endurance

Endurance in the face of storm;

Endurance over the sharp rocks and crags;

Endurance to keep on climbing to the end of life's trail

Amen

## **Prayer For Our Country**

Our God and God of our fathers, we ask your blessing upon our country, on the leaders of our nation, and on all who have rightful authority in our community.

Unite the people of our country, whatever their origin and creed, into a bond of true friendship, to banish hatred and to safeguard our ideals and freedom.

May this land under Your rule be an instrument for peace throughout the world.

Amen

## **Prayer of Thanks**

We thank you, O God, for this day, for the morning sun and the evening star;

For flowering of trees and flowing of streams, for life-giving rains and cooling breeze;

For the earth's patient turning, the changing of the seasons, the cycle of growth and decay, of life and death.

When our eyes behold the beauty of Your world, we see the wisdom, power, and goodness of its Creator. We awake and, behold! It's a great day!

Amen

## **United Nations Scout**

### **Prayer**

by Dag Hammarskjold

Have mercy upon us.

Have mercy upon our Scouting efforts, in love and in faith, righteousness and humility. Help us to follow You, Father, with self-denial, and courage.

Give us a pure heart that we may see you, a humble heart that we may hear you, a heart of love that we may serve you, a heart of faith that we may live the Scout Law.

Amen

## **Generic Prayer**

We thank you, O God, for the beauty of the Earth, for the food we eat and for the comforts we enjoy. Help us to love others more, to be concerned with the problems of our day, and to understand Your will in our actions.

Grant us the strength to live wisely and well, to be worthy users of Your creation and ready and willing workers for the causes of goodness.  
Amen

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## Scripture Readings

These readings can be substituted for the Scripture in the previous worship service. You may also choose your own. However, remember that not all faiths believe in Jesus or the New Testament. Readings from the Old Testament should therefore be used.

### Isaiah 40:31

Even those who are young grow weak; young men can fall exhausted. But those who trust in the Lord will find their strength renewed. They will rise on wings like eagles; they will run and not get weary; they will walk and not grow weak.

### Psalm 95:1-7a

Come! Let us raise a joyful song to the Lord,  
a shout of triumph to the rock of our salvation.  
Let us come into his presence with thanksgiving  
and sing psalms of triumph to him.

For the Lord is a great God  
a great King above all gods.  
The depths of the earth are in his hands,  
the peaks of the mountains belong to him;  
the sea is his, for he made it,  
and the dry land which his hand fashioned.

Enter in! Let us bow down and worship,  
let us kneel before the Lord who made us,  
for he is our God,  
we the people he shepherds, the flock in his care.

### Psalm 139:1-14

Lord, you have examined me and you know me.  
You know everything I do;  
From far away you understand all my thoughts.  
You see me whether I am working or resting;  
You know all my actions.  
Even before I speak, you already know what I will say.  
You are all around me on every side;  
You protect me with your power.  
Your knowledge of me is too deep;  
It is beyond my understanding.  
Where could I go to escape from you?  
Where could I get away from your presence?  
If I went up to heaven, you would be there;  
If I lay down in the world of the dead, you would be there.  
If I flew away beyond the east, or live in the farthest place in the west,  
You would be there to help me.  
I could ask the darkness to hide me;  
Or the light around me to turn into

## Psalm 8

Yahweh our Lord, how majestic is  
your name throughout the world!

Whoever keeps singing of your  
majesty higher than the heavens,  
even through the mouths of children,  
or of babes in arms,  
you make him a fortress, firm  
against your foes,  
to subdue the enemy and the rebel.

I look up at your heavens, shaped by  
your fingers,  
at the moon and the stars you set  
firm  
what are human beings that you spare  
a thought for them,  
or the child of Adam that you care  
for him?

Yet you have made him little less  
than a god,  
you have crowned him with glory and  
beauty,  
made him lord of the works of your  
hands,  
put all things under his feet,  
sheep and cattle, all of them,  
and even the wild beasts,  
birds in the sky, fish in the sea,  
when he makes his way across the  
ocean.

Yahweh our Lord, how majestic is  
your name throughout the world!

the night.  
But even the darkness is not dark  
for you  
And the night is as bright as the  
day.  
Darkness and light are the same to  
you.  
You created every part of me; you  
put me together in my mother's womb.  
I praise you because you are to be  
feared.  
All you do is strange and wonderful.  
I know it with all my heart.

## The Beatitudes, Matthew 5:3-9

How blessed are the poor in spirit:  
The kingdom of Heaven is theirs.  
Blessed are the gentle:  
they shall have the earth as  
inheritance.  
Blessed are those who mourn:  
they shall be comforted.  
Blessed are those who hunger and  
thirst for uprightness:  
they shall have their fill.  
Blessed are the merciful:  
they shall have mercy shown towards  
them.  
Blessed are the pure in heart:  
they shall see God.  
Blessed are the peacemakers:  
they shall be recognized as children  
of God.

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## Hymns

Most Scouts, and many adults, are very self-conscious singing alone, or  
in front of others. It is up to you whether to include any hymns in a  
worship service. The hymns below should be familiar to most Scouts who  
attend church.

## **Praise God From Whom All Blessings Flow**

### **(The "Doxology")**

Praise God from Whom all blessings flow;  
praise Him all creatures here below.  
Praise Him above, ye heavenly host;  
praise Father, Son, and Holy Ghost.

## **Battle Hymn of the Republic**

Mine eyes have seen the glory of the coming of the Lord;  
He is trampling out the vintage where the grapes of wrath are stored;  
He hath loosed the fateful lightning of His terrible swift sword;  
His truth is marching on.

### **(Chorus)**

Glory, glory! Halleujah!  
Glory, glory! Halleujah!  
Glory, glory! Halleujah!  
His truth is marching on.

I have seen Him in the watchfires of a hundred circling camps;  
They have builded Him an altar in the evening dews and damps;  
I can read His righteous sentence by the dim and flaring lamps;  
His day is marching on. **(Chorus)**

## **Kum Ba Yah**

Kum Ba Yah, my Lord, Kum Ba Yah!  
Kum Ba Yah, my Lord, Kum Ba Yah!  
Kum Ba Yah, my Lord, Kum Ba Yah!  
O Lord, Kum Ba Yah!

Someone's crying, Lord, Kum Ba Yah!  
Someone's crying, Lord, Kum Ba Yah!  
Someone's crying, Lord, Kum Ba Yah!  
O Lord, Kum Ba Yah!

Someone's praying, Lord, Kum Ba Yah!  
Someone's praying, Lord, Kum Ba Yah!  
Someone's praying, Lord, Kum Ba Yah!  
O Lord, Kum Ba Yah!

Someone's singing, Lord, Kum Ba Yah!  
Someone's singing, Lord, Kum Ba Yah!  
Someone's singing, Lord, Kum Ba Yah!  
O Lord, Kum Ba Yah!

## **Kum Ba Yah (Scout Law version)**

A Scout is Trustworthy, Lord, Kum Ba Yah!  
A Scout is Loyal, Lord, Kum Ba Yah!  
A Scout is Helpful, Lord, Kum Ba Yah!  
O Lord, Kum Ba Yah!

A Scout is Friendly, Lord, Kum Ba Yah!  
A Scout is Courteous, Lord, Kum Ba Yah!  
A Scout is Kind, Lord, Kum Ba Yah!  
O Lord, Kum Ba Yah!

A Scout is Obedient, Lord, Kum Ba Yah!  
A Scout is Cheerful, Lord, Kum Ba Yah!  
A Scout is Thrifty, Lord, Kum Ba Yah!  
O Lord, Kum Ba Yah!

A Scout is Brave, Lord, Kum Ba Yah!  
A Scout is Clean, Lord, Kum Ba Yah!  
A Scout is Reverent, Lord, Kum Ba Yah!  
O Lord, Kum Ba Yah!

## **He's Got The Whole World In His Hands**

He's got the whole world in his hands,  
He's got the big, round world in his hands,  
He's got the wide world in his hands,  
He's got the whole world in his hands.

He's got the wind and the rain in his hands,  
He's got the sun and the moon in his hands,  
He's got the wind and the rain in his hands,  
He's got the whole world in his hands.

He's got the little bitty baby in his hands,  
He's got the little bitty baby in his hands,  
He's got the little bitty baby in his hands,  
He's got the whole world in his hands.

He's got you and me, brother, in his hands,  
He's got you and me, brother, in his hands,  
He's got you and me, brother, in his hands,  
He's got the whole world in his hands.

He's got everybody here in his hands,  
He's got everybody here in his hands,  
He's got everybody here in his hands,  
He's got the whole world in his hands.

He's got the whole world in his hands,  
He's got the whole wide world in his hands,  
He's got the whole world in his hands,  
He's got the whole world in his hands.

## Responsive Readings

You may also want to use the full versions of the Scout Law and Scout Oath from the *Scout Handbook* as responsive readings.

### Litany for Scouts I

**Leader:** God has given us the power to do either right or wrong. He trusts us to learn and do the right.

**Scouts:** A Scout is trustworthy.

**Leader:** The way of God is the way the noblest men and women of all centuries have tried to live.

**Scouts:** A Scout is loyal.

**Leader:** God has made the world so that each must depend upon the other and cooperate for the greatest good.

**Scouts:** A Scout is helpful.

**Leader:** The Golden Rule is at the heart of all friendship  
"Do unto others as you would that others do unto you"

**Scouts:** A Scout is friendly.

**Leader:** In every person, God has placed a desire to be respected by others.

**Scouts:** A Scout is courteous.

**Leader:** God is the spirit of love who gives abundantly to all.

**Scouts:** A Scout is kind.

**Leader:** True obedience is not blind, but recognizes the experience of parents, teachers, and leaders.

**Scouts:** A Scout is obedient

**Leader:** God gives us a wonderful world to enjoy and use and we should show our spirit of appreciation.

**Scouts:** A Scout is cheerful.

**Leader:** God has given us a world with plenty for all but there is none to waste.

**Scouts:** A Scout is thrifty.

**Leader:** There is nothing one need fear except to do the wrong.

**Scouts:** A Scout is brave.

**Leader:** Clean living is happy living, Cleanse thou me, O God, from secret faults.

**Scouts:** A Scout is clean.

**Leader:** It is great to be alive, to learn the laws of God, and to be able to work with him.

**Scouts:** A Scout is reverent.

## **Litany for Scouts II**

**Scouts:** A Scout is trustworthy.

**Leader:** Character is what a man is. Reputation is what people think about him. A youth of character is worthy of trust. No one is worthy of trust who does not recognize his dignity and the dignity of all men as children of God.

**Scouts:** A Scout is loyal.

**Leader:** Because our first loyalty is to God, a Scout is loyal to all to whom loyalty is due his parents, his place of worship, and his country.

**Scouts:** A Scout is helpful.

**Leader:** We are told that the good turn we do for others will be considered what is done for Him. Our motive or reason we are helpful is that we see our God in everyone. The whole Scout program gives us an opportunity to be helpful.

**Scouts:** A Scout is friendly.

**Leader:** We are brothers and sisters. Recognizing this, a Scout should be a friend to all, and a brother to every other Scout.

**Scouts:** A Scout is courteous.

**Leader:** A Scout should respect everyone. The meaning of love as a Scout should be taken from the words, "I have come not to be served but to serve."

**Scouts:** A Scout is kind.

**Leader:** We respect others, not abusing or mistreating, but to trust.

**Scouts:** A Scout is obedient

**Leader:** A Scout should obey, not because he has to, but because the one leading is someone in authority, and is right in doing so. Victory comes from obedience to all in authority as long as they deserve our obedience.

**Scouts:** A Scout is cheerful.

**Leader:** A Scout will have joy in his heart and manifest it outwardly by his cheerful manner.

**Scouts:** A Scout is thrifty.

**Leader:** By being thrifty, we are taught self-respect, making us unwilling to be a burden to others. Far from being a burden, we are able to be thrifty to help them. A Scout is deeply concerned with preserving our natural resources.

**Scouts:** A Scout is brave.

**Leader:** A Scout can face danger even if he is afraid. He has courage to stand for what he thinks is right, even if others scorn him.

**Scouts:** A Scout is clean.

**Leader:** He keeps clean in body and thought; he stands for clean speech, clean sport, and clean habits; and he travels with a clean crowd.

**Scouts:** A Scout is reverent.

**Leader:** He is reverent to God. He is faithful in his religious duties and respects the convictions of others in matters of custom and religion.

## **Responsive Scout Oath**

**Scouts:** On my honor, I will do my best

**Leader:** Almighty God, keep us always mindful that our honor is a possession to be cherished as dearly as life itself. Endow us with firmness of purpose and uncommon integrity that will enable us to fulfill those responsibilities with which we are charged. Make us ever conscious of the trust others have placed in us as Scouts.

**Scouts:** To do my duty to God

**Leader:** Creator of the universe, how often we forget the true source of life's joys and pleasures. How often, too, have we failed to remember the origin of the inward strength which has enabled us to be aware of Your continual presence in our daily lives. Help us to understand the more meaningful rewards of service in Your name.

**Scouts:** And my country

**Leader:** We thank Thee, Almighty God, for the privilege of living in a country such as the United States of America. Keep foremost in our minds that the freedoms which we enjoy were bought through the unselfish sacrifices of those who have gone before us. As the strength of a country is in her people, let us never avoid our responsibility to maintain this nation as a beacon of hope and freedom to all mankind.

**Scouts:** And to obey the Scout Law

**Leader:** Heavenly Father, accept the heartfelt thanks of us Scouts and Scouters for such men of vision and leadership as Robert Baden-Powell, William Boyce, and other pioneers of the Scouting movement. Keep always before us the ideals which they set forth, and grant us the courage to live by them when others may not. Allow us never to forget that our actions may be the examples others choose to follow.

**Scouts:** To help other people at all times

**Leader:** Grant us forgiveness, Patient Lord, when we place the insignificant wants in our lives above the necessities in others' lives. Teach us to recognize and understand the problems facing others and prepare us for each day's task of helping others.

**Scouts:** To keep myself physically strong, mentally awake, and morally straight.

**Leader:** God of our ancestors, let us never forget that our bodies and minds are but temporary gifts from Thee. Help us to preserve, strengthen, and use them for the betterment of our world. May our thoughts and actions be directed toward more meaningful service in Your name. Amen.

adapted from "On My Honor" by Dr. Carroll Osborn, 1997

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## Meditations

These are useful as devotions or as responsive readings.

### Meditation on the Scout Law

A Scout is Trustworthy

Is truth foremost? Do I harm others by word?

A Scout is Loyal

To God through personal prayer? To my country? To my neighbors? To myself? Do I choose my friends wisely?

A Scout is Helpful

Do I help willingly? Do I avoid helping because of jealousy? Do I use time well?

A Scout is Friendly

Do I fight frequently physically or verbally? Could this come from pride? Stubbornness? Or anger??

A Scout is Courteous

Do I look down on others? Or try to "get even" with others?

A Scout is Kind

Do I respect others? Am I unkind or mean to others? Do I hate others? Or wish evil to them? Do I treat animals properly in the plan of creation?

A Scout is Obedient

Do I recognize authority as coming from God to parents? Do I give obedience to teachers? To religious and civic leaders? To any lawful superiors? Obedience makes me right.

A Scout is Cheerful

Am I content with what I have? Am I the first to greet? Do I make others' lives unpleasant by being grouchy?

A Scout is Thrifty

Do I cheat? Steal? Encourage others to cheat or steal? Do I take care of the property of others (conservation)? Do I use my time and talents properly?

A Scout is Brave

Have I the courage to live up to what I know is the correct thing? Have I the courage to accept the plan of God in my life?

A Scout is Clean

"Cleanliness is next to Godliness." Do I recognize that God gave me a body that is good? God made me a boy, that I might become a man a man has self-control and uses his will power. Do I go to the right sources for my information and help parents, doctors, religious leaders, professional help not friends and classmates? Do I watch that my influence on others is good?

A Scout is Reverent

Do I recognize the name of God as reverent and use it properly? Do I attend church as regularly as I should?

## **Meditation on the Scout Oath**

On my honor

What does "honor" mean to me?

I will do my best

Is it my "best", or only enough to receive compliments from others?

Do I do enough "to get by" only? Could I do better?

To do my duty

Am I willing to accept responsibility? Do I wait for others to tell me?

To God

How faithful have I been? Have I consciously given Him first place in my life?

And my country

How faithful have I been? Has loyalty and cooperation on my part built up my own home and family to make my country stronger? Do I take my Social Studies, History, and Civics classes seriously enough to understand my heritage?

To obey the Scout Law

Do I see the twelve points of the Scout Law as the positive way of life as intended by Lord Baden-Powell?

To help other people

Who is my neighbor? How many different ways can I explain and define "help"?

At all times

Not just when I want to. Not just when it is convenient. Not only when a superior will notice. Is my neighbor a little happier, a little nobler, a little closer to the master for having met me?

To keep myself

Have I been true to myself? Does my conscience chafe under a gag at times? Or do I hear it and follow it no matter what the cost to myself?

Physically strong

"A sound mind in a sound body." My bone, muscle, and nerve structure is the housing for my spiritual qualities. Do I take care of my body through proper food and drink? Do I do this only for athletic events or do I see life as a constant "Be Prepared"?

Mentally awake

Do I take my studies in school as seriously as I should? do I choose teachers because of what can be gained in mental knowledge and good study habits?

And morally straight

Do I recognize the moral law the natural law written in my mind and conscience?

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## **Benedictions**

Lord, be thou with us, to strengthen us;  
without us, to keep us;  
above us, to protect us;  
beneath us, to uphold us;  
before us, to direct us;  
behind us, to keep us from straying;  
round about us, to defend us.  
Amen

May God bless us and protect us;  
May God show us favor and be gracious to us;  
May God show us kindness and grant us peace.  
Amen

### **The Scoutmaster Benediction**

And now, may the Great Master of all Scouts be with us until we meet again.  
Amen

# Troop 216

## Scout Responsibilities

**INTRODUCTION:** In this section are a number of items that discuss what Troop 216 expects of a Scout in terms of his behavior, uniform and participation. These items provide a clear set of expectations for each Scout.

**RESPONSIBLE TO:** Each Scout is responsible to any, or all, of the following - his Patrol, Patrol Leader, Assistant Patrol Leader, Senior Patrol Leader, Assistant Senior Patrol Leader, other boy leaders, Assistant Scoutmasters, Scoutmaster, and all members of the Troop Committee.

**BEHAVIOR:** Every Scout is expected to behave appropriately at all Scout functions.

**GENERAL:** Behavior problems can be either discipline or attitude related. We try to handle most behavior problems within the Troop structure, but there are times when we will contact parents about a problem. These times may include incidents that we feel are too serious to deal with on a Troop level, or repeated occurrences of the same problem. At those times we will contact the Scout's parents to have them discuss the problem with us. On campouts or other non-meeting events the parents will be called and told to come and take their son home. At Troop meetings the Scout will be given a letter requesting that he not attend any more meetings unless he brings at least one of his parents to discuss the problem with the Scoutmaster. This letter will be followed up by a phone call to the parents. If the problem is deemed serious enough (a fight, for example), the parents will be called immediately to come and get their son. In the most extreme instances, actions will be taken to remove a Scout from Troop 216. The general rules of the Troop are the Scout Law and the Scout Oath. The Scout Oath is: "On my honor, I will do my best: to do my duty to God and my country, to obey the Scout Law, to help other people at all times, to keep myself physically strong, mentally awake, and morally straight." The Scout Law is: "A Scout is: Trustworthy, Loyal, Helpful, Friendly, Courteous, Kind, Obedient, Cheerful, Thrifty, Brave, Clean, and Reverent." (For full explanations of the parts of the Scout Oath and Law, see pages 45-54 in the *Boy Scout Handbook*.) Beyond that, we also have some behavior guidelines for both meetings and campouts.

**AT TROOP MEETINGS:** The leadership of Troop 216 tries to provide safe, fun, and educational Troop meetings every week. Every Scout is asked to observe the following for the good of all members:

1. Be on time: Troop meetings start promptly at 7:00 PM which means that you are in your patrol line, quiet, and ready to start at that

## Chaplain Aide Leadership Smart Book

time.

2. Participate in every activity offered to you. If you don't like an activity, you need to contact your Patrol Leader (PL) and let him know so your voice will be heard in the Patrol Leader Council (PLC).
3. Be attentive, which means pay attention to the Senior Patrol Leader (SPL), your Patrol Leader, program instructors, and adult leaders.
4. Be cooperative. If asked to do something (within reason), do it. If asked not to do something, don't do it.
5. Don't harass or hassle other Scouts, adult leaders, or instructors.
6. Unless you have specific permission, do not touch, use, or take anything that does not belong to you (other people's stuff).
7. Bring only Scout or meeting program related items with you to Troop meetings. Trading cards, toys, games, radios, and other non-Scout related items are not allowed and may be confiscated until the end of the meeting, if they pose a problem

We also must remember that we are guests in the church building and are only permitted in, and allowed to use, certain parts of it. Troop 216 is responsible for the building and any damage to that building and its contents while we are using it/them. All Scouts are expected to adhere to the following rules concerning the church building:

1. If you arrive when no adult leaders are present and the building happens to be unlocked, **DO NOT ENTER!**
2. At no time will you be allowed to go around the outside of the building.
3. No food or drinks are allowed, they will be taken from you and thrown away.
4. If you track mud/dirt into the building please let an adult leader know so that it is cleaned up.
5. Horseplay will not be tolerated.
6. After each meeting or event make sure to clean/straighten up the room(s) that we used, picking up all trash (ours or not ours) and putting furniture back in its place. No one is allowed to leave the room until the area is policed to the satisfaction of the Senior Patrol Leader and/or the adult leader in charge

**ON CAMPING EVENTS:** All of the above rules and guidelines apply on camping events with some changes and additions that are camping specific. These include:

1. Arrive on time. Help is always needed to load the equipment prior to our departure. Departure times are established in order for the troop to travel safely and arrive at the campsite in a reasonable amount of time. If you are unable to make the departure time please discuss your problem with the Scoutmaster. If we are loaded and ready to go and you are not there at the established time we will leave without you.

2. You *WILL* wear a seat belt at all times while traveling no matter what seat you are in.
3. No one is allowed to ride in the back of pickup trucks at any time, in any place, under any circumstances, whatsoever. (Is that clear enough?)
4. The driver of the vehicle you are riding in is the dictator of that vehicle. You are a guest in their vehicle and proper behavior is expected. Consumption of food or beverages in someone's vehicle is at the discretion of the driver, not the son of the driver. Please respect their wishes.
5. You *WILL* be in full uniform (see UNIFORM below) while traveling. If you don't have one on you will be asked to do so. If you don't have it with you, you will be asked to go home and get it. If you don't get back in time see #1. When we are coming home the same procedure applies.
6. You will do as you are told by your PL, SPL, other youth leaders, and all adult leaders.
7. Troop 216 uses the buddy system. A Scout is not allowed to wander around camp without a buddy. During most campouts your buddy is also your tent-mate. If you need to go somewhere and you don't have a buddy please see your Patrol Leader, Senior Patrol Leader or an adult leader. ***DO NOT GO ANYWHERE WITHOUT A BUDDY!***
8. Each Patrol has a duty roster for campouts. You will do your assigned duties promptly; not at the next meal, or the next day, but at the time that you are assigned. You will not do anything else until your duties are completed.
9. Along with #8, you will not get in the way of someone else doing their assigned duty. Therefore, if you are not a cook for a meal, stay out of the cooking area.
10. No cots in Troop tents.
11. ***NO FLAMES OF ANY KIND, IN ANY TENT, AT ANY TIME, IN ANY PLACE, UNDER ANY CIRCUMSTANCES, WHATSOEVER!!!!!!!***  
(Again, clear enough? Unless, of course, you have a death wish *and* pay the Troop for a replacement tent ahead of time, that is, ahead of your fiery, very gory, horrific, and extremely painful, death.....get it?) This includes matches, cigarette lighters, open candles, candle lanterns, gas lanterns, stoves of any kind, heaters, campfires, etc.
12. Quiet times are enforced, usually from 10:00 or 11:00 PM until 6:00 or 7:00 AM. Usually they are enforced by the Troop leadership, but when we are in state or federal parks the rangers may also enforce this. Quiet time means that you are in your tent, asleep. If you are not, you will be warned once, then sent home. The Troop cannot afford to be kicked out of a camping area because of one boy's foolishness.

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13. A Scout's tent is his home on a campout. Just as you wouldn't go into someone's home without knocking or ringing the bell, you don't enter someone else's tent without their permission.

**UNIFORM:** All Scouts are expected to wear correct uniforms to all Troop and Patrol events. Correct uniforms, and guidelines for wearing them, are:

- "Class A": Consists of a Scout long or short-sleeved shirt with proper earned insignia (including Merit Badge sash/Order of the Arrow sash), Scout long or short pants or blue jeans/khaki pants or shorts. Optional items are: Scout-type belt, hat or socks. Neckerchief and slide may also be worn during appropriate events, check with the Scoutmaster or SPL if you are unsure if it is needed.
- "Class B": • Consists of the Troop activity t-shirt or any other Scout related t-shirt/sweatshirt (camp t-shirts, Council t-shirts, etc.) and Scout pants/shorts, blue jean pants/shorts or khaki pants/shorts.
- Scouts *must* wear the Class A uniform to all Courts of Honor, Boards of Review (see below), all Troop meetings between Labor Day and Memorial Day, while traveling to and from campouts and other events, and to all other events requiring it.
- Scouts must wear either the Class A or the Class B uniform to all Troop meetings between Memorial Day and Labor Day, and to all other Scouting events where the Class A uniform is not required.

**PARTICIPATION:** Each Scout should participate in as many Troop and Patrol functions as possible. This includes Troop meetings, Patrol meetings, campouts, hikes, civic events, money-making projects, and conservation & service projects. We realize that there are sometimes conflicts with other family, school, church, and sports events but it is to your advantage to be as active as you can be in Scouts. Make it a top priority instead of a secondary one. When you are at a Troop or Patrol event we ask that you be there not only in body, but in mind and spirit as well. We also ask that you do your best at all times to be a team player, thinking of what is best for your Patrol and Troop not just for you. There will be a cold, rainy morning on a campout (we guarantee it) where you are your Patrol's cook for breakfast. You won't even want to get out of bed, but no one will eat unless you do. This is where being a team player really counts, doing your part even when you don't feel like it. (When that morning comes - and it will - please remember to put a smile on your face ... no one likes a grumpy cook!)

Everyone likes the fun events - campouts, hikes, swimming, canoeing, high adventure, etc. - but you really show your stuff on the things that aren't as much fun - money-making projects, service projects and the like. But a Scout is Helpful, therefore EVERY Scout is expected to participate in money-making projects in equal amounts, since the benefits

(new/replacement Troop equipment, badges and awards, and registration costs) are for all Scouts. You should also participate in service and conservation projects because we help others outside the Troop at those times. Every Scout should be faithful in paying dues since that money comes back to him in the form of better program. In addition any Scout who is not sufficiently active may not be registered for the following year unless he shows intent to become more active

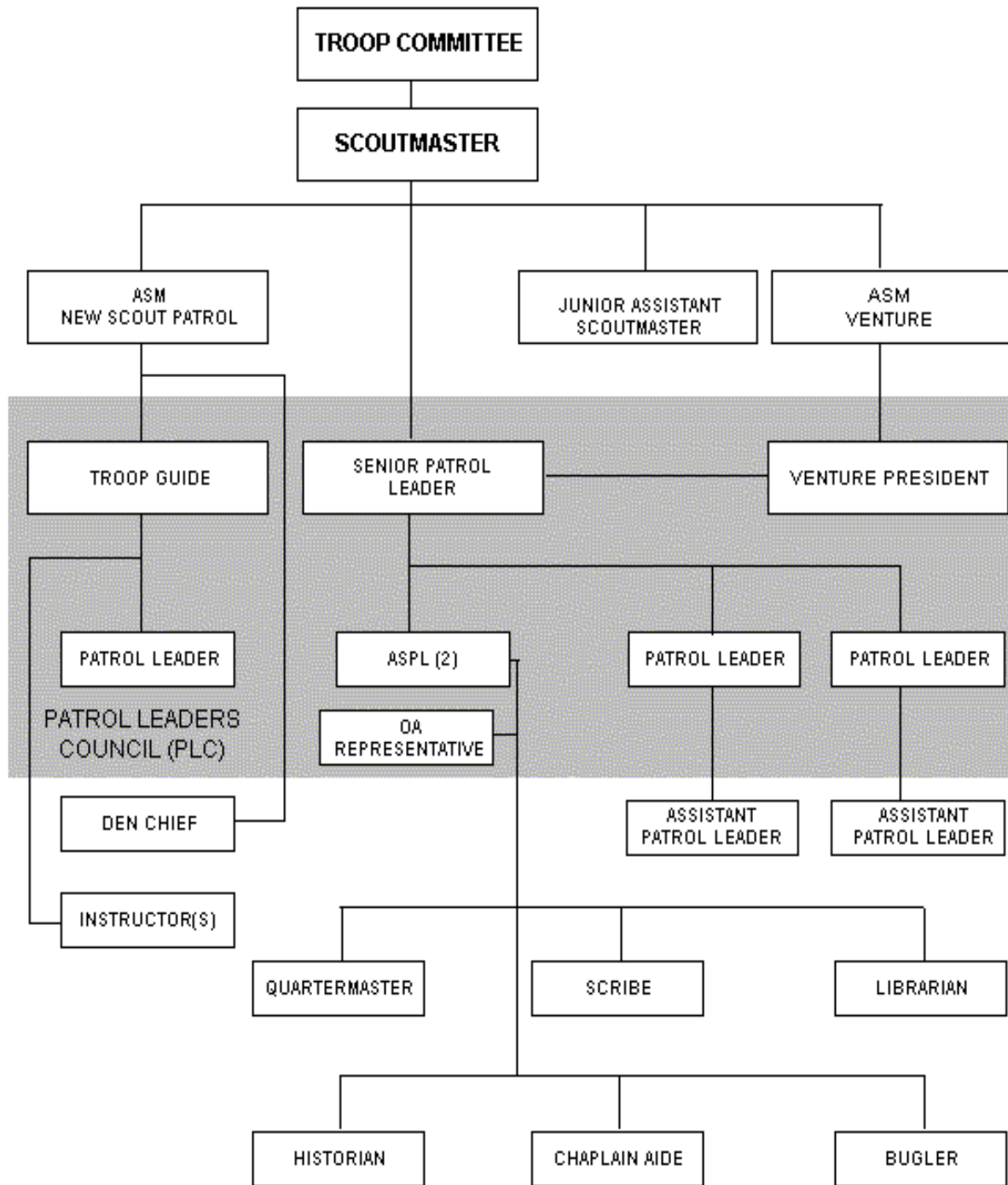
**SAFETY:** The safety of all Scouts in Troop 216 is of primary concern to the Troop leadership. Some safety items have already been mentioned, but there are a couple more: Non-folding sheath knives, fireworks, and martial arts weapons (throwing stars, butterfly knives, nun-chucks, etc.) will not be permitted at any Troop or Patrol functions. In addition, firearms and archery equipment are allowed only at those events specifically scheduled for the use of such items, and even then only under qualified adult supervision. For more information see the *Guide to Safe Scouting*.

**INFORMATION:** This section is for items that don't fit neatly into the categories already listed.

- **Scoutmaster Conferences:** To have a Scoutmaster Conference, a Scout must have completed all but the last two requirements for the rank he is working on. He must then make a request to the Scoutmaster. Conferences are generally conducted at Troop meetings, but may be held at any other Troop function when there is time.
- **Boards of Review:** Once a Scout has completed his Scoutmaster Conference he should contact the Advancement Coordinator, Mrs. Faerber, to schedule an Advancement Board of Review. Once a date has been determined the Scout is required to be in complete Class A uniform (including neckerchief and slide), have his Scout Handbook with him and have received sign off on the Scoutmaster Conference. Boards of Review may also be called by the Troop Committee or Advancement Coordinator for Scouts who are not advancing in rank.
- **Lost & Found:** A lost and found box will be available at the Troop meetings for items lost during Troop activities or meetings. Look there first for any item you may have lost. We will not search for people to match up the lost items. Any items left in the box for more than two months are subject to being thrown away, given away or used as Troop equipment.

(Revised: February, 2000)

# Troop 216 Organizational Chart



# Rosters

This is a place-holder for the actual rosters. Since they change frequently, they are not included here.

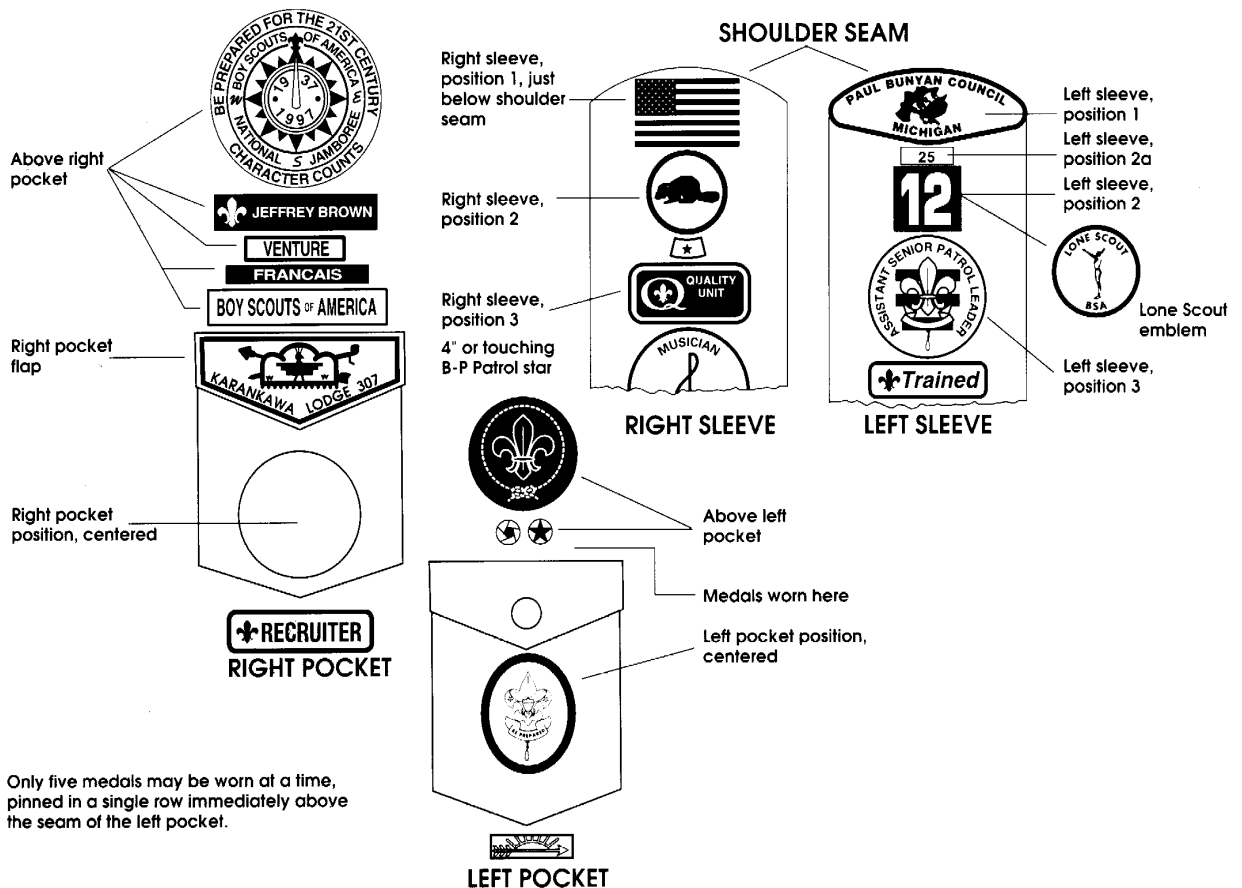
# Troop 216 Monthly Calendar

This is a place-holder for the actual calendar. Since it changes frequently, it is not included here.

# Troop 216 Yearly Calendar

This is a place-holder for the actual calendar. Since it changes frequently, it is not included here.

# Scout Uniform Insignia Placement



**Merit Badge Sash.** If worn, Merit Badges are attached to front (and back, if needed) of sash. Venture/Varsity letter is attached at bottom front corner. Temporary insignia may be worn on back.

**Shoulder Epaulets.** Red Scouler loops identify Boy Scouting (all members of a Troop).

**Left Sleeve.** Council patches, unit numerals, and badge of office are worn as shown snug up, and touching each other. Badge of office is centered below and touches unit numerals. The veteran unit bar (25, 50, 55, 60, 65, 70, 75, or 80 years) is positioned above and touching unit numerals and, in turn, touching council patch. Den Chief cord is worn over the left shoulder and under epaulet.

**Left Pocket.** Service stars above the pocket. If a medal or embroidered knot for youth members is worn, service stars are raised. Embroidered square knots are worn centered above the pocket in rows of three. Medals are pinned centered immediately above the pocket (extending over knots if both are worn). The wearing sequence for knots or medals is at the

wearer's discretion and lead color is to the wearer's right. Badges of rank are worn centered on the pocket above the Arrow of Light Award. Flap buttoned. The World Crest is worn 3 inches below the left shoulder seam and centered over the pocket.

**Right Sleeve.** U.S. Flag. Only the most recently earned Quality Unit Award may be worn below Patrol emblem or below Baden-Powell Patrol Star. Musician badge, if in band or drum corps, is worn 1/2 inch below Patrol emblem. Up to six Merit Badges may be worn on the long-sleeve shirt in two columns of three starting 3 inches above the bottom edge of the cuff.

**Right Pocket.** Jamboree insignia (only one) worn above BSA or Interpreter Strip. Order of the Arrow lodge insignia worn on pocket flap. Temporary insignia worn centered on the pocket. Flap buttoned. Nameplate is centered above the BSA strip or Interpreter Strip, if worn. The Varsity or Venture strip is worn above the BSA strip or above the Interpreter Strip.

**Neckerchief.** If worn (optional in Troop 216), the neckerchief should be folded in several flat folds to about 6 inches from the tip of the neckerchief. A tight fold prevents gathering around the neck and is more efficient than rolling or twirling. Insignia at back should be right side up and centered. Draw neckerchief slide over ends and adjust to fit snugly. Shirt collar should be unbuttoned and neckerchief worn under the collar.