

CUB SCOUT LEADER'S 2018 FALL ROUNDUP GUIDE

JOIN CUB SCOUTS!





Dear Cub Scout Leaders,

Thank you for volunteering as a Cub Scout leader and providing activities where Cub Scouts build character, improve physical fitness, learn practical skills, develop a spirit of community service, and have a ton of fun! The Cub Scout program has been a value's based, fun, and educational experience for young boys for 108 years and this year we are asking girls and kindergarten to join also! Cub Scouting is more relevant and more vital to our communities today than it ever has been and you make it all possible

We are quickly approaching the most important dates on the Scouting calendar, August 1st through September 15th, "Join Scout Night." Cub Scout packs throughout the Suwannee River Area Council are focusing their efforts on this membership drive. To sum it up, this one recruitment session will set the tone for the entire Scouting year!

We need the help of every Scouting Leader to be involved with the Fall recruiting season - It's a complete team effort! The question is: Will your unit grow significantly (steady growth is the best indicator of a healthy unit), and will positive, helpful, and new parents be recruited to fill needed volunteer roles?

The council plan to assure an effective "Join Scout Night" is enclosed. Experienced volunteers and staff leaders have been working for months laying the foundation of support to guide you toward success. Now, it is up to you, so follow the plan. Give your kids and their friends – all youth who are interested – the opportunity to join a great program.

Council Membership Chair

Council President

Scout Executive

... and your district Join Scout Night team



Join Scout Night

Purpose

To enroll prospective Cub Scouts, and their families into existing Cub Scout Packs, and to enlist parental participation in the program; to fill the need for new units for youth who want to join, but have no existing packs available.



INDEX

- I. Purpose and Index.....3
- II. Join Scout Night Job Descriptions.....4
- III. Preparing Your Unit for Success.....5
- IV. Fees and Promotional Materials.....6
- V. Before Join Scout Night
 - a. Seven Points of Contact.....7
 - b. Boy Talks.....8-9
- VI. Join Scout Night Presentation Outline.....10-11
 - a. How to Organize and Register a Cub Scout Pack.....12-14
- VII. How to Organize and Register (Layout of Room For Cub Scouts).....15
- VIII. Leaders’ Responsibilities.....16
- IX. After Join Scout Night
 - a. Parents Orientation Meeting.....17
- X. 100 Boys.....18
- XI. A Boy’s Eyes.....19

Join Scout Night Job Descriptions

Unit Leader Responsibilities

- Confirm pack's Join Scout Night date with Principal
- Identify existing leadership and leadership needs. Provide this information to your Unit Coordinator
- Determine how many Scouts will return from each existing den? How many Den Leaders? How many new adults need to be recruited?
- Contact local Troop representative to support Pack recruiting efforts
- Participate in Open Houses/Back to School Nights at your school. Secure enough pack leadership to conduct a successful Join Scout Night event.
- Ensure that you Pack's BeAScout.org information is updated with the correct pack information. For additional information on the BeAScout.org please see Bob Norwillo.
- Lead the Join Scout Night event.
- Provide interesting displays of things the Pack has done for the Join Scout Night pre-opening. Many packs set up displays in the meeting place ahead of time.
- Encourage all current Cub Scouts to wear their uniform to school on the day of Join Scout Night.
- Follow up with all new leaders and boys to make them feel welcome and part of the pack. Encourage them to attend New Leader Essential Training. Share the dates and locations of the trainings.
- Ensure new Adult Applications are approved by your Chartered Organization and submitted with proof of Youth Protection training to the Council before conducting meeting with youth.

Unit JSN Coordinator Responsibilities

- Meet with the Unit Leader to establish a Plan of Action and determine the details of the Join Scout Night (including who is doing what).
- Contact your local troop and secure their support and participation in the Join Scout Night
- Call the school principal and set the date/time/location of your Pack's Join Scout Night.
- Pick up the Join Scout Kit from the Council Service Center.
- Assist the Cubmaster with the Join Scout Night (your assistance may run the spectrum of running the event as master of ceremonies to providing logistical support depending on the individual pack).
- Have parents fill out attendance roster at Join Scout Night.
- Collect reports from each Unit Leader following their meetings. Take the completed applications and fees to Council Service Center.

Preparing Your Pack for Success

- Order recruitment supplies from the Council Service Center early (i.e. Flyers, Posters, Lawn Signs)
- Contact School Principal in May and request the use of facilities for the 2nd Thursday after school starts
- Plan and execute promotional stories and press releases in local media
- Distribute first day flyers to schools
- Plan Join Scout Night meeting and assign roles
- Be sure to invite your chartered organization representative to be part of all your activities
- Gather Join Scout Night supplies (Youth and Adult Applications, Boy Life samples, pens, training calendars, new Den Leader Guides)
- Attend your district's Monthly Roundtable to get additional program ideas and resources

Keys to Starting Your New Scouts Right

- All Scouts should receive a handbook within 1 week of the first meeting
- All Scouts should receive Boy's Life magazine
- The first den meeting should be held within 7 days of Join Scout Night
- Encourage the use of Den Chiefs in every den
- All leaders should complete training within the **FIRST MONTH**
- Distribute a Pack calendar to each Scouting Family
- A pack communications plan should be developed to share information with all pack parents to keep them informed of upcoming events

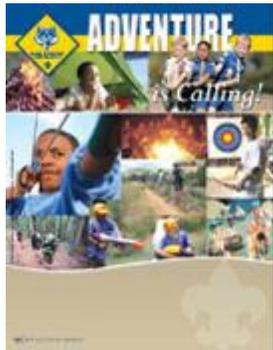


Fees and Promotional Material

Fees: At a Join Scout Night the registration fees are dependent on when the Night is held. If held in August the Registration Fee is \$13.75. If in September = \$11.00.

Any additional Pack fees should be discussed at this meeting as well: Den dues, Pack dues and fees such as camping trips.

Flyers



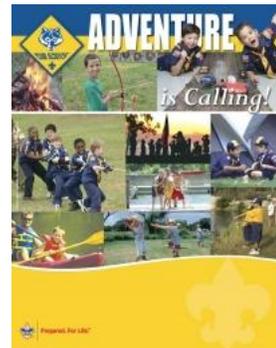
Information needed for flyers:

- Date, time, and location of Join Scout Night event
- Who to contact for more information (Phone # and Email)

1st Day Flyers: Delivered to the schools a week before school starts. These flyers will go home with the boys in their first day school's packet.

Boy Talk Flyers: Handed out the day of the school visit from the District Executive and/or Adult Leader.

Posters



Yard Signs



Before the Join Scout Night

Seven Points of Contact – Promotion is the Key!

Research has shown that a person needs to be invited to do something an average of seven times before they are likely to act on the invitation. How does that apply to our Join Scout Night? It's important that parents of boys in your school are invited to your pack's Join Scout Night at least seven times. There are dozens of ways to invite families to join Cub Scouts and to invite them to your Join Scout Night. Here's a great list to get you started:

Best Methods for Promotion

- Peer to peer recruiting:
 - Parents to Parents – Parents ask parents to sign their son up for Cub Scouts.
 - Boy to Boy – You son calls his friends and asks them to join Cub Scouts.
- Flyers distributed at school to students in grades K/1 to 5.
- Classroom Rallies: Leaders go to the schools and promote scouting in the classroom
 - This is a great day for scouts to wear their uniforms to school
- Direct Mail – personalized invitation to join pack. Reference school directory for contact list.
- Telephone calls to prospective families, especially first graders.
- Information booth at Open Houses or Back to School Night – Gather contact information of those interested in joining Cub Scouts. Follow up with each contact!
- Follow-up join night for those who missed the first one.
- Social media blitz: facebook, twitter, Pinterest, ect.

More Great Promotion Methods

- Yard signs at high traffic areas and schools
- News releases to local newspapers and cable stations
- Current Cub Scouts wear their uniform to school the day of the Join Scout Night
- Door hangers and postcards in target communities
- Develop pack information sheet and annual planned program to hand out to all new parents (be organized....Show the Fun!)
- Display cases and bulletin boards at schools, library, etc.
- Public announcements at school and churches. Church bulletin inserts are great!
- Sunday school, classroom, and lunchroom visits
- Business window/counter displays and marquees
- Pack special event (ex. Fishing derby, hay ride, picnic, ect.)
- Coordinate PSA or handout with movie cinema
- Grocery store bags could print your message or drop flyers in bags
- Pinewood derby at malls, superstores, daycares, parks and community centers

How to Conduct Classroom Rallies

Classroom Rallies improve attendance at Join Scout Night dramatically. Do not miss this important step in the Join Scout Night plan.

What is a Classroom Rally?

The Classroom Rally is a 2-3 minute presentation to K/1st – 5th grade students in their classroom. It helps get them excited about Cub Scouting and tells how they can join. It is held during the school day.

Classroom Rally Essentials

Talks are best conducted from one classroom to another. In other words, it is better for the presenter to move from classroom to classroom than to have a mass assemble in the lunchroom. If you must have an assembly, be sure a teacher or the principal is present.

Take these things with you:

- Join Scout Night Flyers
- Pinewood Derby Car or other cool prop
- Cub Scout Uniform (full of badges)

Conduct Classroom Rallies at least one day before the Join Scout Night event – Monday or Tuesday is best

Steps in Conducting the Classroom Rally:

1. Call the principal at least two weeks prior to the day you want to conduct the Classroom Rallies. Ask him/her to allow you to go from classroom to classroom. If classroom visits are not okay, you may be able to have ALL the students gathered for a brief assembly or you may be able to speak to students over their lunch period.
2. Wear your Uniform!
3. Stop at the school office to introduce yourself to the secretary and principal about 15 minutes prior to the time you have scheduled.
4. Introduce yourself to each classroom teacher and say you are there to talk to the boy and girls about Scouting.
5. The actual presentation to the students should include:
 - a. A brief description of the FUN activities in Cub Scouts. Show Pinewood Derby or uniform
 - b. Show and pass out flyers to the students in the class
 - c. Talk about the importance of coming to the Join Scout Night event.
 - d. Finish with a reminder of the where and when of the Join Scout Night.
 - e. Stop at the office after all classes have been visited to express thanks and leave extra flyers with the school secretary.

Pitfalls to Avoid:

- Don't do a Classroom Rally more than a couple of days before the Join Scout Night event and make sure there is not a weekend between the Classroom Rally and the Join Scout Night event.
- Don't sell thing you can't deliver (i.e. Cub Scouts going to Philmont).
- Don't be predictable. Be exciting and keep it interesting – make them remember you and want to join Scouting.
- Don't forget to remember the attention span of the age group you are speaking with (be brief).
- Don't forget to distribute your flyers/handouts.

Join Scout Night Check List

Before You Leave Home:

- Prepare your pre-opening activity
- Prepare your pack organization chart
- Wear your uniform
- Review agenda and practice your presentation
- Take a pocket calculator
- Take 20-30 pens and/or pencils
- Take some change, both bills and coins
- Take Join Scout Night packet of materials

When You Arrive at the School: (Arrive at your location at least 30 minutes before the start time)

- Empty your packet and organize your material
- Check with Unit Leaders on their part of the Join Scout Night program
- Post you Pack's organizational chart listing leaders that need to be filled
- Assist den leaders with their displays
- Organize your pre-opening activity
- Station a greeter at the entrance to ensure each parent signs in, receives an application, and informational packet to help welcome families to Join Scout Night
- Keep boys and parents in the room
- Youth and parents should sit together

Packets for parents should include:

- Youth Application*
- Copy of calendar and pack leadership contact information
- Cub Scout Parent Information Guide*
- Mini Boys' Life Magazine*
- Scout Shop Information*

**These items are provided in each pack's Join Scout Night Packet.*

The General Presentation:

- Begin promptly at the designated time on the flyer
- Introduce yourself and welcome everyone on behalf of Suwannee River Area Council, Boy Scouts of America
- Introduce other Join Scout Night Team Members and Pack Leaders
- Follow Join Scout Night agenda carefully

Be sure to turn in all applications, monies, attendance rosters, and report envelopes to the Council Service Center within 24 hours of your Join Scout Night.



Join Scout Night Presentation Outline

Gathering Activity

- Complete Parent Talent Survey
- Read Mini Boy's Life

Separate Boys and Parents into Groups by Grade Level (Upon Arrival)

Lion group

- Kindergarten

Tiger group

- 1st grade

Wolf group

- 2nd grade

Bear group

- 3rd grade

Webelos group

- 4th grade
- 5th grade

Boy Scouts group

- 6th grade and above
- Meet with Troop Leaders present

General Meeting Agenda

- 1. Opening Ceremony- Pledge of Allegiance and explain Cub Scout Sign** (Cub Scout Sign is made by extending right arm into the air and extend you first two fingers –This sign stands for the listening ears of the wolf)
- 2. Briefly state purpose of meeting, tell about Scouting's opportunities in neighborhood and inform how everyone may participate**
- 3. Explain how Scouting "does business"**
 - a. Creates partnership with an institution such as PTA, church, civic group, or group of citizens
 - b. Provides program, literature and other materials, training for leadership (volunteers and professionals), and major activity schedule including provision of camping facilities
- 4. Introduce Pack Leaders**
 - a. Have Pack Leaders speak for two minutes about the pack including sponsor, size of unit, day, time, and place of pack meeting

5. Parent Participation

- a. Great emphasis should be placed on giving each parent the opportunity to join Scouting with his/her son
 - i. Families with sons of Scouting age are the only major resource of Scouting's Leadership
 - ii. Program leadership is totally volunteer
 - iii. Over 1,000 volunteers in Suwannee River Area Council
 - iv. Full support and cooperation of every family is essential to a successful Scouting program for boys
- b. Harris Study Results
 - i. Age appropriate, family centered, adventure-filled program for young persons (see Parent Information Guide)
- c. Scouting provides families with an opportunity to have fun together while participating in a character building program

6. Families can help do their share by serving as:

- a. Pack Leaders, Assistant Leaders or Den Leaders and Committee Members
- b. Pledging full cooperation for items such as transportation help for Cub Scout outings or Boy Scout camping trips

7. Scouting offers one of the finest programs available for boys

- a. Scouting is a family program. BSA does not stand for "Baby Sitters of America"
- b. Active parental support is needed

8. Each of us has talent to share with others

- a. Many hands make light work
- b. Take time to be an informed parent
- c. Encourage your son in the Scouting advancement program
- d. Volunteer and help with time, talent, and funds to ensure better Scouting for your sons and other boys.

How to Organize and Register a Cub Scout Pack

Den Organization

- 6 to 12 boys or girls per table (Den)
- Sit at table, facing each other, youth and parents side by side
- Tiger Cubs (1st grade) should be in separate circle
- Webelos (4th and 5th grade) should be in separate circle

Appoint temporary chairperson for each group

- Chairperson's job is to obtain a Den Leader, Assistant Den Leader and Committee Member from the group at their table
- Ensure Den Roster Form is completed
- Collect Parent Talent Survey and turn over to new Den Leader

Explain leader "needs" from organization sheet

- Explain leadership positions and what is expected from job description sheet (see Parent Information Handout)
- Review training date sheet
- Read "For Every 100 Boys" and/or "A Boy's Eye"

Turn Groups Over to Temporary Chairperson

- Tell chairperson to raise hand when leadership is secured
- A minimum of THREE LEADERS should be recruited per grade – The Den Leader, Assistant Den Leader, one Committee Member
- Bring adult registration applications when leadership is chosen
- Walk away and leave them alone

Recruit Pack Level Leadership as Needed

- Cubmaster
- Assistant Cubmaster
- Committee Chairperson
- Additional Committee Members

Den Leaders announce the location, date, and time of First Den Meeting

Supply registration application forms (unless previously distributed) as needed to each group

- Have parents fill out applications
- Applications/Fees are to be turned in to new Den Leader
- Front cover of application goes to parent and boy
- Den Leader or Cubmaster keeps last copy of boy's application

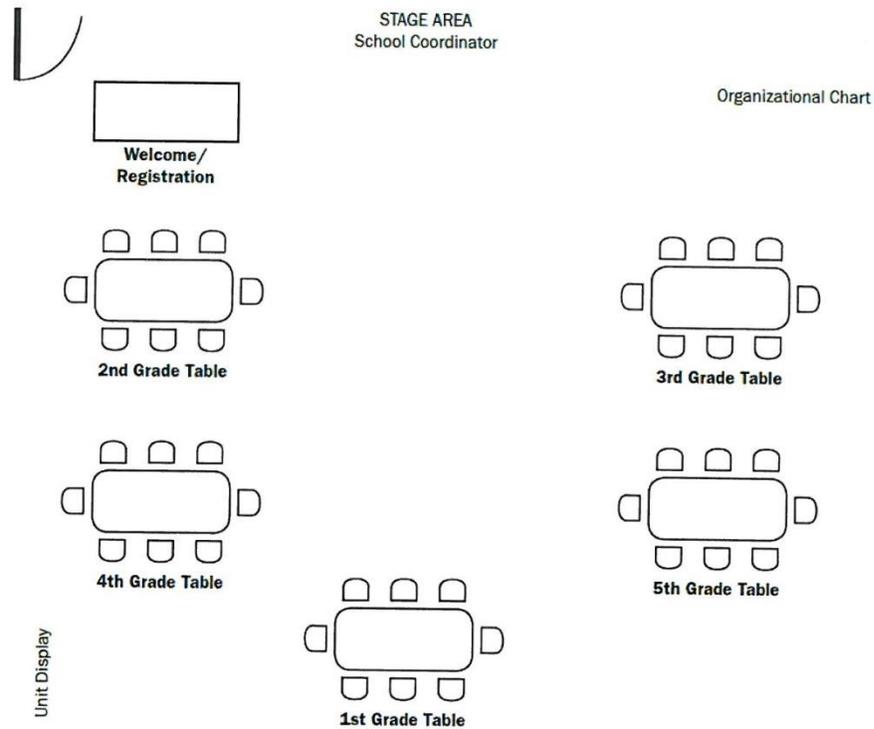
- All new leaders must complete adult application (will need Youth Protection Training)
- Ask new leaders to remain with you after Join Scout Night for brief meeting
- Dismiss other parent and boys
- Give each new leader a training date sheet and encourage them to attend
- Set date and place of Pack Leaders Meeting
- Collect all fees and applications (Place in envelope with attendance roster and turn in to Council Service Center)

Things to Remember:

- Don't talk too much, the new parents want basics on Scouting and how to join
- Parents and youth should be divided into Den groups upon arrival
- Don't let Den Leaders explain their jobs- you get all problems and no successes. New leaders will learn essentials of their job at training.

How to Organize and Register

(Sample Layout of Room for Cub Scouts)



The above is a sample layout of a typical School Night setting for elementary school cafeteria. Be sure all tables are clearly marked by grade. As parents and boys enter the room, have them sign in. Assign them to the appropriate table at this time. Ask them what grade their son is in, and point out the corresponding table and maker.

Doing this simple task at the beginning will save a tremendous amount of time and organization later. Parents are already “circled up,” and the School Night registration process can begin.

School Night helpers should: Make parents feel welcome by introducing them to a “host Scout” who can show them the unit display, where to sit, and any other pre-opening activities.

Leaders' Responsibilities

Committee Chairperson

Conducts the monthly pack leaders' meeting to help plan program. Ensures that adequate support to run program is given to Cubmaster and Den Leaders by committee members. Helps recruit additional leaders as needed. Attends training.

Committee Members

Provides support by taking care of records, finances, advancement, activities, membership, etc. Attend monthly Pack Leaders Meeting to help plan program. Attend training. Examples include Pack Secretary, Treasurer, Pinewood Derby Chairman, Blue & Gold Banquet Chair, Outdoor Cooking Chair, etc.....

Cubmaster

Conducts the monthly pack meeting. Aids Den Leaders by coordinating monthly program for all leaders. Attends monthly Pack Leaders Meeting. Attends training.

Den Leader Lion and parents (Kindergarten)

Met 2x per month with Den members. Attend Training

Den Leaders and Assistants (1st to 3rd grade)

Meets weekly for one hour with a Den of six to eight boys. The Den meeting can be held in the Den Leader's home, a park, a school, or other suitable place. The den leader and assistant determine the time, day, and location of the den meeting that is most convenient for them. Attends training. Every Den Leader should recruit an Assistant. Do not let the other parents off the hook with your commitment. They need to help also!

Den Leader Webelos and Assistant (4th to 5th grade)

Same description as the den leader, and encourages periodic father/son overnight campouts. Attends training.

Other Pack Positions:

Secretary/Treasurer

Advancement Chair

Activity/Camping Chair

New-Member Recruitment Chair

Fundraising Chair

After the School Join Scout Night

Parent Orientation Meeting – Sample Agenda

This meeting is to be scheduled no more than one week after the Join Scout Night. All parents and leaders should attend. This meeting is conducted by the Cubmaster or Pack Committee Chair. Your Unit Commissioner can also help with this meeting.

1. Welcome & Introductions – Cubmaster or Committee Chairperson
2. Training:
 - a. Explain that Youth Protection Training is required for all registered leaders and is strongly recommended for all parents.
 - b. Direct all leaders to the council website for youth protection training or plan to conduct youth protection training together as pack leaders.
 - c. Direct new leaders to the appropriate basic leader training courses offered by district or council or on-line.
 - d. Talk about the value and importance of monthly roundtable meetings for ongoing trainings.
3. Volunteer Opportunities
 - a. Talk about the key pack leadership needs.
 - b. Review job descriptions for needed positions.
 - c. Fill the positions and complete adult registrations

It may be helpful to have a large poster showing the pack organization and current positions that are needed. Fill in the poster as new volunteers commit.

Separate into two groups. The Den Leaders meet with the Cubmaster and the rest of the parents and leaders meet with the Committee Chairperson.

4. Den Program – Cubmaster
 - a. Confirm all dens have 1st meeting time, date, and location set. Aid if needed.
 - b. Handout and review requirements for Bobcat. Set a goal as a Pack to present each new youth their Bobcat badge no later than the October Pack meeting.
 - c. Review the *Den and Pack Meeting Resource Guide* and how to use. Make sure each new Den Leader is comfortable and ready to host 1st Den meeting.
- Pack Program – Cubmaster
 - a. Review plans for October pack meeting and make sure each new Den Leader understands his/her part.
 - b. Make sure new Den Leader and parents know this is a family program
 - c. Review annual program plan and budget. Make sure new Den Leaders know how much they can spend on their den the coming year.
- Pack Committee – Committee Chair
 - d. Share committee needs with parents; ask where they are best suited to help.
 - e. If not already done; have each family complete the *How Can I Help?* Sheet.
 - f. Let parents know of committee meeting time and places.
5. Closing

100 BOYS

DID YOU KNOW FOR EVERY 100 BOYS WHO JOIN SCOUTING, RECORDS SHOW THAT:

- RARELY will one be brought before a juvenile court system
- 4 will become Eagle Scouts!
- 20 will become future Scout volunteers
- 12 will have their first contact with a church
- 1 will enter the clergy
- 5 will earn their church award
- 18 will develop a hobby that will last through their adult life
- 3 will enter a vocation that was learned through the merit badge system
- 1 will use his Scouting skills to save the life of another person
- 1 will use his Scouting skills to save his own life

SCOUTS ALSO ACCOUNT FOR:

- 64% of Air Force Academy Graduates
- 70% of Annapolis Graduates
- 72% of Rhodes Scholars
- 85% of F.B.I. Agents
- 26 of the First 29 Astronauts

We believe that after reviewing the above information, you will agree with us that Scouting helps your son/daughter grow and thrive in today's society. For 100 years, parents, just like you, have volunteered to make their child's Scouting program successful. Tonight, we need your help as a volunteer leader.

'A Boy's Eyes'

"I'd like to be a Cub Scout" ...

(His eyes were clear and true)

"I'd like to learn, and play, and build,

Like Jim and Freddy do."

"I know how to use a hammer;

I can drive a nail if I try ...

I'm six years old, I'm big and strong

And I hardly ever cry."

I gave him the application

And parent-participation sheet

(His eyes were filled with sunshine

As he left on dancing feet.)

Next day my friend was back again,

A dejected little lad. He said,

"I guess I'll skip the Cub Scouts."

(His eyes were dark and sad.)

"See my Mom is awfully busy,

She has lots of friends, you see,

She'd never have time for a den,

She hardly has time for me."

"And Dad is always working...

He's hardly ever there;

To give them anymore to do

Just wouldn't be quite fair."

He handed me back the papers

With the dignity of six years,

And smiling bravely, he left me.

(His eyes were filled with tears.)

Do you see your own boy's eyes

As other people may?

How he looks when you're "too busy"

Or "just haven't had time today"?

A boy is such a special gift,

Why won't you realize ...

It only takes a little time

to put sunshine in his eyes.

You say, "I'll start tomorrow"

But tomorrow is far away.

He's a boy for such a short time—

So won't you start today?