

#### Merit Badge Counselor Training

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#### Merit Badge Counselor Training

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www.seattlebsa.org/ptc



#### **This Training Will Cover**

- Scouting overview: mission, objectives, and methods
- Merit badge program role and benefits
- Merit badge counselor qualifications
- How to become a counselor
- The merit badge counseling process
- Merit badge requirements: fulfill as written
- Effective counseling
- Group instruction and camp settings

# **Boy Scouts of America Mission Statement**

The mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Scout Law.

https://www.scouting.org/

### Objectives of the Scouting Program

- Character development
- Citizenship training
- Leadership
- Mental and physical fitness

Every activity in Scouting should support one or more of these aims.

### **Methods of Scouting**

- Scouting ideals
- Patrol method
- Advancement
- Association with adults
- Outdoors
- Leadership development
- Uniform
- Personal growth

# Four Steps In Scout Advancement

- 1. The Scout learns
- 2. The Scout is **tested**
- 3. The Scout is reviewed
- 4. The Scout is recognized

Merit badge counselors are directly involved in the first two steps.



#### Merit Badges: Their Role in Advancement

- Merit badges are integral to advancement
- Any Scout in Scouts BSA may earn them at any time, as well as qualified Venturers and Sea Scouts
- Merit badges are required for Star, Life, and Eagle Scout ranks
- A total of 21 must be earned for the Eagle Scout rank
- Merit badges are either "required" or "elective"
- ★ 14 of 17 specific badges are required for Eagle Scout Rank

### **Broad Range of Subjects**

More than 135 merit badges in 14 subject areas:

Agribusiness

Arts and crafts

Business and industry

Communications

Conservation

**Hobbies** 

Natural science

Personal development

Physical science

**Professions** 

Public service

**Sports** 

**Trades** 

Transportation





https://www.scouting.org/skills/merit-badges/

#### **Benefits of Merit Badges**

Contribution to the objectives of Scouting: citizenship, character development, leadership and fitness



- Development of confidence, self-reliance, and social skills
- Physical fitness and healthy lifestyles
- Career and hobby choices may result
- Exposure to positive role models: You!

# Qualifications to Become a Merit Badge Counselor

- At least 18 years of age
- Good character
- Recognized as having skills and education in the subject area



Good rapport with leaders and Scout-age youth

### **Special Certifications and Trainings**

Specific training is required for some BSA activities, including merit badges.





A counselor *must* hold the specific certification or work with someone who does.

## Registering as a Merit Badge Counselor

- ♦ New merit badge counselors must submit a BSA adult application for the position of merit badge counselor (code 42). In Chief Seattle Council, this requirement is waived for persons who are <u>currently registered</u> and have a BSA Adult Application on file
- Merit badge counselors who are re-registering need not complete a new adult application
- ◆ "Merit badge counselor" is a council or district position.
- \* Approval of merit badge counselors is the responsibility of the council advancement committee, not the unit.

## Registering as a Merit Badge Counselor

- **★ Starting August 1, 2023**: The merit badge counselor application fee is \$25 which covers the background check. If the applicant is already a registered adult leader, then the background check fee is already paid and completed through that application process and not required for MBC application.
- ★ This fee is paid directly to Chief Seattle Council via cash, check, or credit card.

https://seattlebsa.org/membership/

# Forms Needed to Register as a Merit Badge Counselor

	e models for youth in the BSA and this applic in selecting qualified adult volunteer leaders.	
Youth Protection Training All adult applicants are required to take this training in order to complete the adult application process. Go to my.Scouting.org to create an account and take the training online or contact your local council for classroom training. Include a copy of your completion certificate with this application.	Mission The mission of the BSA is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Scout Law.	Criminal Background Check* In order to complete the adult application process, you will need to review the different disclosures that have been separately provided to you. The separate authorization form must be signed and returned when you submit your application.
The BSA maintains that no member can grow the religious element in the training of the is that the home and organization or group	Excerpt From the Declaration of Religious Princip vinto the best kind of citizen without recognizing a member, but it is absolutely nonsectarian in its with which the member is connected shall give de n the Declaration of Religious Principle and the By	an obligation to God and, therefore, recognizes tude toward that religious training. Its policy efinite attention to religious life. Only persons

<u>Adult Application - position code 42</u>

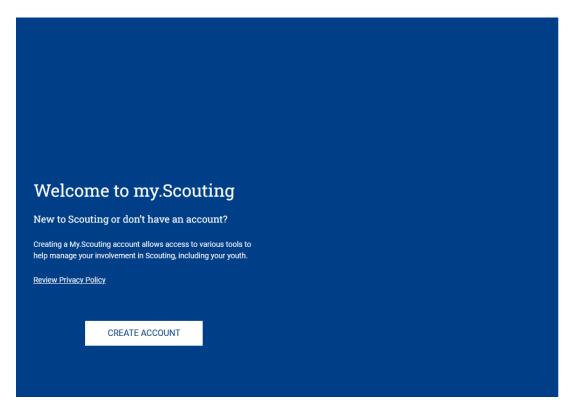
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Email address*			do not have email.		Age	
District	Unit:	☐Troop ☐Team	Crew Ship	No B	SA ID_	
I am not affiliated with a district.		I am not affiliated w	ith a unit.			
*Required field. Primary phone and email	address indicat	te how Scouts should o	ontact you.			
To qualify as a merit badge counselot  Be at least 18 years old and of good  Be registered with the Boy Scouts of.  Complete Youth Protection training.  Be recognized as having the skills are badge subjects covered and hold any and training as outlined in the Guide of Advancement—or use othe.  Be able to work with Scout-age boys.	character.  America (position of education in y required qual to Sale Scoutins so qualified.	on code 42).  If the merit liftications ing or the	nerit badge couns low the requirement ations or additions, addards are fair and we a Scout accompe ructional sessions. up my Youth Protect new my registration tige counselor.	s of the merit ba ensuring that the uniform for all So unied by his budo ion training curre	advance outs. ly during nt.	all
Merit Badges For more than eight merit badges, attach additional sheets.	Add (A) Drop (D)	Qualifications co.	adge, list qualifica uld include college o sitions held, and spo	legrees, formal t	raining ce	r request. ortificates,
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MB Counselor Information 34405



## Complete Youth Protection Training

my.scouting.org







Login to my.Scouting

Username					
The username field cannot be blank					
Password					
The password field cannot be empty					
LOGIN					
Forgot username / password?					
OR					

#### **Approval by Local Council**

- Local councils establish procedures for registration, reregistration, approval, and for reviewing:
  - Background checks
  - Youth Protection Training
  - Any council-required certifications
- Approval is for specific merit badges
- Counselors may work with just one unit, but registration and council advancement committee approvals are still required
- Reregistration now handled by national (new 2024)



#### The Process of Counseling

- A Scout develops an interest in a subject
- Scouts indicate their interest and discuss the badge with their unit leader
- ★ The unit leader signs a blue card or approves the merit badge in Scoutbook and provides at least one counselor
- The Scout contacts a counselor (remind youth about no one-on-one contact when contacting a counselor)
- The Scout and counselor meet often several times
- ★ The requirements are fulfilled



#### The Process of Counseling (cont.)

- ★ The counselor approves completion and signs the blue card or updates Scoutbook
- ★ The Scout returns the signed blue card to their unit leader for signature or notifies the unit leader that Scoutbook is updated
- The unit reports the merit badge as advancement
- ★ The merit badge is presented

#### **The Merit Badge Process**

Scout indicates interest; discusses with unit leader; gets MBC name and blue card



Scout/counselor first meeting

Subsequent Scout/counselor meetings



Unit reports advancement and obtains badge for presentation

Scout returns completed merit badge card to unit leader

Counselor approves completion and retains the Counselor portion of the blue card

Scout completes requirements

#### Application for Merit Badge The Blue Card

### The unit leader signature:

- Required for Scouts to work with counselors
- Does not indicate unit leader "approval"

"I have discussed this merit badge with this Scout and recommended at least one merit badge counselor"

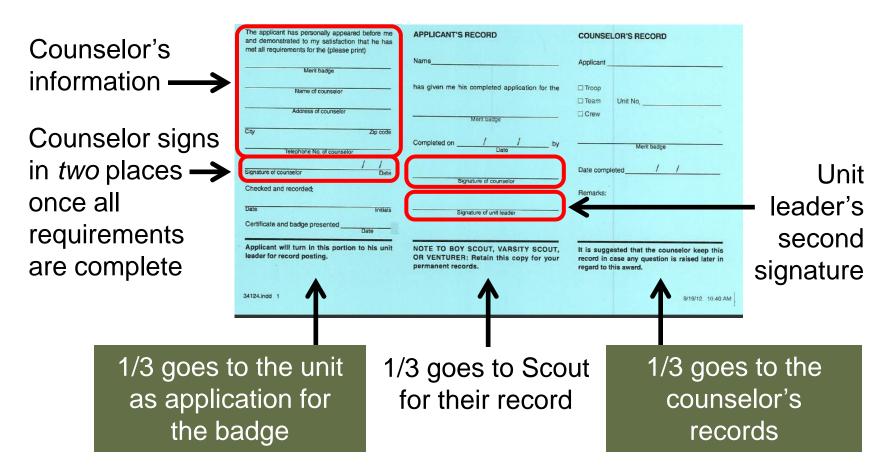


- Evidence of discussion between unit leader and Scout
- ♣ Indicates registered counselor has been recommended
- ♦ Not required for Scout to get started on requirements
  - Signature is required for Scout to work with a Merit Badge Counselor

### **Application for Merit Badge** *The Blue Card*

Information for Applicant  A merit badge application can be approved only by a registered merit badge counselor.  You must have a buddy with you (Scout buddy system) at each meeting with the merit badge counselor.  Turn in your approved application to your unit leader. You will be awarded the merit badge emblem and certificate at a suitable occasion.  Information for Counselor  Merit badge applications must be signed in advance by the applicant's unit leader.  The Scout must have his buddy (Scout buddy system) in attendance at all instructional sessions.  You may not change any requirement, but you may share your knowledge or experience that will make the counseling more interesting and valuable.  SKU 34124  2012 Printing ©2012 Boy Scouts of America	No. and letter approvel initial No. and letter approval initial	APPLICATION FOR MERIT BADGE  Name	Scout's information
Record	† d of complete	ed requirement	S

## **Application for Merit Badge** *The Blue Card – Reverse Side*



#### Merit Badges in Scoutbook

Whether connecting with scouts in-person or virtually, individually (with a buddy) or in a group, Scoutbook provides a way to easily record requirements that will automatically be uploaded to Internet Advancement

Steps for recording Merit Badges using Scoutbook:

- Connect with the Scout in Scoutbook
  - By invite from unit leader or parent
  - Connect yourself with scout using Scoutbook
- Check for "initial Unit Leader signature"

### Insect Study MB Requirements (2015-2023) Initial Unit Leader Signature signed by

- Work with Scout on merit badge
  - In-person according to normal guidelines
  - Virtually paying attention to BSA Social Media & Digital Safety guidelines
- Mark completed requirements in Scoutbook
- Print "blue card" if desired (this is not necessary for advancement record-keeping purposes)
- Unit leader or designee marks the Merit Badge as "Approved/Recorded"

#### Role of a Merit Badge Counselor

#### Interview the Scout to determine:

- Their preparedness
- Their current knowledge
- Their interest

#### In subsequent meetings:

- Evaluate progress
- Review completed work



### Role of a Merit Badge Counselor

#### Coaching:

- ★ Teach required skills
- Provide opportunities to practice
- Provide encouragement and praise when appropriate



- Encourage goal setting and provide help and support in reaching goals
- Evaluate progress and respond accordingly

# Role of a Merit Badge Counselor *Mentoring:*

- Establish a relationship, taking a genuine interest in the Scout's projects
- ◆ Spark curiosity
- ★ Go for the deeper dive
- Encourage long term goalsetting



#### Merit Badge Requirements

#### Finding current requirements for a merit badge

- Scouts BSA Requirements (current edition)
- Merit badge pamphlet (latest printing, Kindle)
- https://www.scouting.org/skills/merit-badges/all/

#### Are the requirements flexible?

- ♠ No; they must be fulfilled as written
- Wording matters!
- \* "Show," "demonstrate," "describe, "make," "list," etc., are to be taken literally.



# Meeting More Than One Requirement at a Time

A single activity may fulfill more than one requirement if ...

- \* Requirements match and have the same intent
- ★ It is not specifically disallowed (ex: Cooking MB)
- ★ The Scout remembers safety content
- Common sense suggests that meeting the requirement more than once is unnecessary

More work will be needed if requirements are only similar.



## Policy on Unauthorized Changes to Advancement Program

No council, committee, district, unit, or individual has the authority to add to, or subtract from, advancement requirements.

There are limited exceptions relating only to youth members with disabilities. For details see section 10, "Advancement for Members With Special Needs."



#### **Scouts with Special Needs**

- Merit badge requirements must not be waived or modified for any Scout
- Scouts with disabilities—either permanent or expected to last at least two years or beyond age 18—still may advance
- ★ The "Application for Alternative Eagle Scout Rank Merit Badges" may be found at:

www.scouting.org/filestore/pdf/512-730.pdf



Guide to Advancement section 10

# Two-deep leadership and no one-on-one contact between adults and youth members includes digital communication.

Leaders may not have one-on-one private online communications or engage one-on-one in other digital activities (games, social media, etc.) with youth members. Leaders should copy a parent and another leader in digital and online communication, ensuring no one-on-one contact exists in video chats, text, social media, or other forms of online or digital communication.

https://www.scouting.org/health-and-safety/safetymoments/digital-safety-and-online-scouting-activities/

Guide to Safe Scouting,



#### **Tips for Counseling**

Make Scouts feel welcome and relaxed



- First impressions matter
- Ask a few simple questions
- Show them something related to the subject
- Invite them to demonstrate a simple skill
- Remember: This is Scouting. Have fun!

#### **Tips for Counseling**

#### Use the EDGE method

- ★ Explain
- Demonstrate
- ♠ Enable



#### **Group Instruction**

#### **Benefits**

- Guest experts
- Interactive learning
- Slide shows, skits, demonstrations, and other dynamic approaches



#### The Challenge

Every Scout must actually and personally fulfill every requirement as written

Guide to Advancement topic 7.0.3.2

Merit Badge Group Instruction Guide pdf

# **Group Instruction Ensuring Quality**

- Limit group instruction to cases where the benefits are compelling
- See that all counselors are registered and approved and trained
- Establish processes where counselors confirm prerequisites have been completed
- Report any issues to the council advancement committee

# **Camp Settings**

- No exemption from merit badge counselor qualifications
- Staff members under 18
  may assist, but must work
  with qualified counselors



Instruction must be done in accordance with the "group instruction" procedures found in the Guide to Advancement

Guide to Advancement topics 5.0.1.3 and 7.0.3.2

#### **Merit Badge Events**

- Merit badge fairs may provide an overview or introduction to multiple badges
- It should be rare that Scouts begin and finish badges at one- or two-day events.
- Prerequisites should be made known early
- Each scout must actually and personally fulfill all requirements



Guide to Advancement topic 7.0.3.2

## **Merit Badge Events**

- Only minimal fees should be charged for events
- Events staged as fundraisers are prohibited
- Non-Scouting organizations or businesses are not allowed to use protected BSA trade names, images, logos, or artwork without national BSA permission
- Non-Scouting organizations must have local council approval to present classes that are for the sole purpose of earning merit badges

Guide to Advancement topic 7.0.4.9 and 7.0.4.10

#### **Worksheets and Learning Aids**

- Merit badge "worksheets" from the Web or other sources are unofficial but may aid in learning
- ★ These tools must relate to current BSA requirements, which still must be fulfilled as written
- Worksheets may be used to meet "in writing" requirements
- Worksheets are not a substitute for "telling," "showing," or "demonstrating," etc
- Scouts must not be required to use them

Guide to Advancement topic 7.0.4.8

<u>http://usscouts.org/mb/worksheets/list.asp</u>

## Completing the "Partial" Blue Card

- ★ The merit badge counselor records and initials the front of the card in the middle section as each requirement is completed
- ★ The back of the card is not signed in either place until all requirements are fulfilled
- Partials do not expire as long as the Scout is a registered youth member
- Accepting a "partial" is at the follow-up counselor's discretion
- Scoutbook makes it easy to track partial work

Guide to Advancement topic 7.0.3.3



#### Once It's Earned, It's Earned

A Scout who has earned a merit badge from a registered and approved counselor by actually and personally fulfilling the requirements as written, will have met the purpose of the merit badge program and the contributions to the objectives of Scouting. The badge is theirs to keep and count.









Guide to Advancement topic 7.0.4.6

# A Second Counselor Review May Be Warranted If...

- A Scout, to whom it has been made clear that only registered and approved counselors are to be used, chooses to ignore this mandated procedure
- ♠ A Scout does not discuss intentions with their unit leader in advance.
- It becomes plainly evident that it could not have been possible for a Scout to actually and personally fulfill requirements as written. In this case a limited recourse is available, according to the details outlined in GTA topic 7.0.4.7

Guide to Advancement topics 7.0.4.6 & 7.0.4.7



1. At what age or rank may Scouts work on merit badges?

2. What is the maximum number of merit badges a Scout may work on at the same time?

3. Is a Scout allowed to begin work on a merit badge without their unit leader's approval?

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  - There is no limit once registered with Scouts BSA, Venturing or Sea Scouts.
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- What is the maximum number of merit badges a Scout may work on at the same time?
   There is no limit.
- 3. Is a Scout allowed to begin work on a merit badge without their unit leader's approval?
  - Yes. Approval is not required; a discussion is held before contacting a counselor.

4. If a Scout has too many unfinished merit badges, may the Scoutmaster limit how many others he or she may begin?

5. Is it appropriate to tell a Scout he or she must earn all or most of the Eagle-required badges before the Scout earns any others?

- 4. If a Scout has too many unfinished merit badges, may the Scoutmaster limit how many others he or she may begin?
  - No. During the discussion of a new merit badge, the Scoutmaster should provide counseling on what to do.
- 5. Is it appropriate to tell a Scout he or she *must* earn all or most of the Eagle scout-required badges before the Scout earns any others?

- 4. If a Scout has too many unfinished merit badges, may the Scoutmaster limit how many others he or she may begin?
  - No. During the discussion of a new merit badge, the Scoutmaster should provide counseling on what to do.
- 5. Is it appropriate to tell a Scout he or she *must* earn all or most of the Eagle-required badges before the Scout earns any others?
  - No. A Scout may earn merit badges in any order.

6. Is the Scoutmaster permitted to serve as a troop merit badge counselor for some merit badges like Camping or Hiking?

7. What is the maximum number of badges a youth may earn from one counselor?

- 6. Is the Scoutmaster permitted to serve as a troop merit badge counselor for some merit badges like Camping or Hiking?
  - Yes *only* if the unit leader is registered and approved as a counselor for that badge.
- 7. What is the maximum number of badges a youth may earn from one counselor?

- 6. Is the Scoutmaster permitted to serve as a troop merit badge counselor for some merit badges like Camping or Hiking?
  - Yes *only* if the unit leader is registered and approved as a counselor for that badge.
- 7. What is the maximum number of badges a youth may earn from one counselor?
  - There is no BSA limit. A unit leader may set a limit, but it must apply to all Scouts in the unit.

8. How many badges may one counselor be approved to counsel?

9. May you counsel your own son or daughter?

10. May you counsel in other units, districts, or councils?

- 8. How many badges may one counselor be approved to counsel?
  - The national office places no limit on this. Councils may do so, within reason.
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  - The national office places no limit on this. Councils may do so, within reason.
- 9. May you counsel your own son or daughter? Yes, but generally it is better for Scouts to learn from a variety of adults.
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  - The national office places no limit on this. Councils may do so, within reason.
- 9. May you counsel your own son or daughter? Yes, but generally it is better for Scouts to learn from a variety of adults.
- 10. May you counsel in other units, districts, or councils?
  - Yes this is encouraged!

- 11. Due to tight schedules, is a camp staff member allowed to make minor adjustments so requirements can be finished at camp?
- 12. Once you are registered and approved as a counselor, at what point must you re-register and become re-approved?
- 13. When does a "partial" expire?

- 11. Due to tight schedules, is a camp staff member allowed to make minor adjustments so requirements can be finished at camp? Absolutely not.
- 12. Once you are registered and approved as a counselor, at what point must you re-register and become re-approved?
- 13. When does a "partial" expire?

- 11. Due to tight schedules, is a camp staff member allowed to make minor adjustments so requirements can be finished at camp? Absolutely not.
- 12. Once you are registered and approved as a counselor, at what point must you re-register and become re-approved?
  - Annually.
- 13. When does a "partial" expire?

11. Is a camp staff member allowed to make minor adjustments to requirements so they can be finished at camp?

Absolutely not.

12. Once you are registered and approved as a counselor, at what point must you re-register and become re-approved?

Annually.

13. When does a "partial" expire?
On the Scout's 18th birthday.

#### Merit Badge Counselors

- Share passion
- ★ Teach skills
- ★ Touch lives



# Chief Seattle Council MBC registration

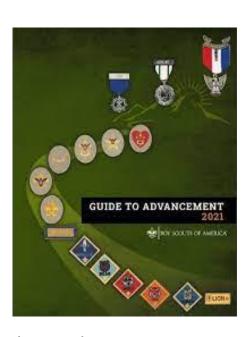
- 1. Complete a <u>BSA Adult Application</u> if you are not currently registered with a unit (Pack, Troop, Team, Crew).
- 2. Complete <u>BSA Youth Protection Training</u> and save a copy of your training certificate.
- 3. Complete the <u>Merit Badge Counselor Information</u> form.
- 4. Email the Merit Badge Counselor Information form, BSA Youth Protection Training certificate, and Adult Application (if needed) to <a href="mailto:membership@seattlebsa.org">membership@seattlebsa.org</a> and CC both your district/territory Merit Badge Counselor Coordinator and Advancement Chair.



#### For More Information

#### Resources

- Guide to Advancement, No. 33088
- BSA's <u>Guide to Safe Scouting</u>, No. 34416
- Merit badge pamphlets
- A Guide for Merit Badge Counseling, No. 512-065 (2022)
- Scouts BSA Handbook (previously Boy Scout Handbook)
- Merit Badge Counselor Information, No. 34405
- BSA Adult Application, No. 524-501
- Merit Badge Group Instruction Guide, No. 512-066
- Scouting.org: <a href="https://www.scouting.org/programs/scouts-bsa/advancement-and-awards/resources/">https://www.scouting.org/programs/scouts-bsa/advancement-and-awards/resources/</a>
- Merit Badge Counselor Training (this powerpoint as a pdf)





#### **Merit Badge Counselor Training**

Questions? Feedback?

Download a copy of this presentation (and all PTC presentations)

www.seattlebsa.org/ptc



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