

# Crew Leadership Positions

## Other Adult Leaders (Committee)

### Chartered Organization Representative

- o The direct contact between the crew and the chartered organization, and the chartered organization and the BSA local council
- o Responsible for recruiting the crew committee, Advisor, and associate Advisors
- o The organization's contact with the district committee and the local council (If the chartered organization has more than one Scouting unit, one representative serves them all.)

### Committee Chair

- o Ensures that all committee positions are filled
- o Presides at regular monthly meetings of committee and supervises committee operations
- o Completes and maintains the crew's Program Capability Inventory
- o Secures equipment, facilities, and program resources
- o Seeks needed help from unit commissioner, district committee, and other troops and crews
- o Sees that the charter renewal application is completed and turned in to council office before the expiration month
- o Supports the policies of the BSA

### Committee Secretary

- o Keeps minutes of crew committee meetings
- o Keeps crew record book
- o Advises youth secretary
- o Helps with charter renewal application and crew Program Capability Inventory
- o May also be charged with overseeing crew membership and registration

### Committee Treasurer

- o Advises youth leadership in developing a sound crew budget plan
- o Keeps crew financial record book and is responsible for crew bank account
- o Guides the crew in conducting council-approved money-earning projects
- o Supervises program and superactivity savings plans

## **Consultant (Not always a committee member)**

- o Provides expertise to the crew's program and assists in planning activities