



Junior Leader Job Description for Troop Quartermaster

INTRODUCTION: When you accepted the position of Troop Quartermaster, you agreed to provide service and leadership in our troop. This responsibility should be fun and rewarding. This job description provides some of the things you are expected to do while serving as a junior leader.

RESPONSIBLE TO: Senior Patrol Leader (SPL), Assistant Scoutmaster - Quartermaster Advisor

SPECIFIC DUTIES:

- Maintain cognizance of Troop equipment.
 - Conduct periodic inventory of patrol boxes.
 - Inventory other Troop equipment as required.
 - Provide Troop equipment at Troop meetings as required.
 - Issue equipment and see that it is returned in good order.
 - Suggest new or replacement equipment.
 - Help prepare equipment for campouts.
 - Work with Troop Committee members responsible for equipment.
 - Work with other troop leaders to make the troop run well.
 - Set a good example.
 - Wear the uniform correctly.
 - Live by the Scout Oath and Law.
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RESOURCES: As the Troop Quartermaster, there are many resources available to you to help you do your job. These include people such as your Scoutmaster, Assistant Scoutmasters, and Troop Committee members. Other resources include your fellow troop junior leaders, teachers, religious advisors, and community leaders. Some literature that can help you include the following:

- *Boy Scout Handbook, No. 33105*
- *Junior Leader Handbook, No. 33500A*
- *Scoutmaster Handbook, No. 33009*
- *Woods Wisdom, Troop Program Features, No. 7262A*
- *Fieldbook, No. 33200*
- *Boy Scout Requirements, No. 33215B*
- *Boy's Life*
- Merit Badge Books
- Troop Policy Manual
- Troop Roster
- Troop Calendar
- Troop Planning Agenda Sheets
- BSA & other camping equipment catalogs
- Equipment inventory masters