

2021 District School Night for Scouting Organizer Position Description

Prepared especially for _____ on _____

General Information

Reports To: District School Night for Scouting Chair
Staff Advisor: _____, district professional staff

Description: The School Night for Scouting Organizer is a key support person for the School Night for Scouting sign-up, providing information to new families, assisting with paperwork, and helping to recruit Den and Pack leadership.

Specific Duties

- Attend the District School Night for Scouting Kick-off.
- Ensure that all parents fill out attendance roster at the School Night for Scouting.
- Assist parents with the completion of new youth applications and the payment of fees.
- Share Pack specific information (calendar, meeting nights/location) as needed.
- Share details about the Pack's Parent Orientation Meeting following sign-up.
- Ensure that all paperwork collected is turned in to the Presenter at the end of the School Night for Scouting.

Time Commitments

- **August:** Attend District School Night for Scouting Kick-off session to learn their role as Organizer, to receive training on presentation methods and materials and meet unit leaders for your assigned presentations.
- **September:** Attend and support School Night for Scouting as needed (1-3 per Organizer).