



BOY SCOUTS OF AMERICA®

# **PASSPORT TO SCOUTING**

**Guide to Adult Leader**

**Cub Scout Training**

**Boy Scouts of America  
Chester County Council**

504 S. Concord Rd.  
West Chester, PA 19382  
Phone: 610-696-2900  
Fax: 610-696-3389

Pack 4 – East Vincent, PA  
Pat Gouker – Cubmaster  
Email: [pgouker@comcast.net](mailto:pgouker@comcast.net)

Susan A. Wood  
Pack Trainer  
Email: [live2sing1@comcast.net](mailto:live2sing1@comcast.net)  
Phone: 484-938-7790  
Fax: 610-471-0621

Pack Website: <http://www.cubscoutpack4.org/>

August 2013

Dear Unit Leader,

Training is an essential part of the Scouting program as it is crucial to the long-term strength of every unit and council in the country. Dedicated volunteers at the Cradle of Liberty Council\* have devoted their time to create this **Passport to Scouting Booklet** to provide all unit leaders and parents with an explanation about what training entails and basic descriptions of the training programs offered in each district. This **Passport to Scouting Booklet** also provides a *Quick Reference Leader's Guide* in the back to help each leader and parent along their path to becoming a trained leader within Pack 4. Reading this booklet is *Mandatory* for All Volunteers.

Please read this **Passport to Scouting Booklet** and use it as a tool in helping us attain our goal of ensuring that we have properly trained leaders in every unit of our council.

Thank you.

\*The booklet used with permission of Cradle of Liberty Council.

## **AFTER YOU REGISTER.....**

### Fast Start

The first step for any newly registered volunteer is to view the “Fast Start” video. This video should be viewed *immediately* after a new leader registers and before he or she meets with any youth member. It is designed to get a new leader off to a fast start. The “Fast Start” counselor delivers the appropriate video and viewer guide to the new leader. The purpose is to provide the program of the Boy Scouts of America and give specific information about the program phase involved.

You must first set up an account if you do not have one. Be sure to include your ID #, (which you can obtain from our Cubmaster, Pat Gouker ~ [pgouker@comcast.net](mailto:pgouker@comcast.net)) and choose the correct council #539.

Training Website: [www.myscouting.org](http://www.myscouting.org)

Mandatory Fast Start  
for All Volunteers

## Youth Protection

### Barriers to Abuse Within Scouting

BSA has adopted policies to provide additional security for our members. These policies are primarily for the protection of our youth members; however, they also serve to protect our adult leaders from false accusations of abuse. This course is *mandatory* for all Cub Scout adult volunteers.

If you take this test as a registered member of the BSA and designate your local council, your completion will be reported back to your council to adjust your training records. You'll also be offered a certificate of completion. (*This course needs to be renewed every 2 years.*)

*Now Certified by BSA To Work With Youth.*

### “This is Scouting”

“This is Scouting” is an introductory session that highlights the values, aims, history, funding, and methods of Scouting. Videos, discussions, and hands-on reinforcement are presented during the 90-minute training session. All unit-based volunteers-Cub Scout, Boy Scout, Varsity Scout, and Venturing leaders-take this session at the same time, so they understand that they are all striving for the same results with the youth they serve. Each leader completes “This is Scouting” training only once. This course is *voluntary* for all Cub Scout adult volunteers

## **LEADER SPECIFIC TRAINING**

Once a volunteer has a solid overview of the Scouting program, training for a specific Scouting position continues through Leader Specific training. This training provides the specialized knowledge a new leader needs to assume a leadership role. These courses are *mandatory* and should be completed prior to your first meeting with boys. Leader Specific training has been developed for the following positions:

- **Tiger Cub Den Leaders**
- **Cub Scout Den Leaders** (Wolf/Bear)
- **Webelo Den Leaders** (I & II)
- **Cubmaster** (Asst. Cubmaster)
- **Pack Committee Members** (All those serving on committee)

# Steps to becoming a “Trained” Cub Scout Leader:

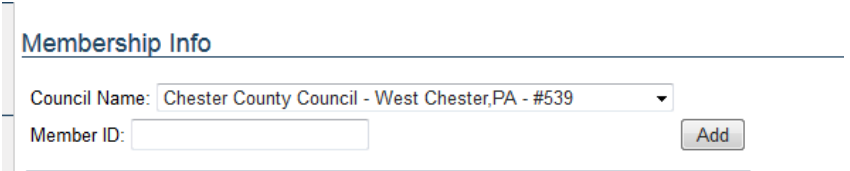
Create an account: [www.myscouting.org](http://www.myscouting.org)

After logging in: Create/update your “Profile” (see partial screen prints below (My Profile). You must have all the following information to get credit for courses taken. You will NOT have to retake courses if you’re simply adding information not previously given.

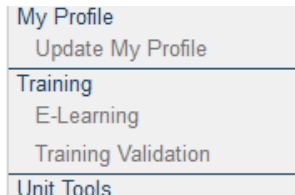
Click on “Update My Profile”



Choose “Council Name” below & enter “Member ID” – Click “Add”

A screenshot of the 'Membership Info' form. The form has a title 'Membership Info' and a horizontal line below it. Below the line, there are two input fields: 'Council Name' and 'Member ID'. The 'Council Name' field is a dropdown menu with the text 'Chester County Council - West Chester, PA - #539' selected. The 'Member ID' field is a text input box. To the right of the 'Member ID' field is a button labeled 'Add'.

When profile is created/updated you are ready to begin with your training. Click on “E-Learning”



Scroll down the page until you see the following screen.  
(Your screen will show “Take Course” for all training if you’re just beginning – this is my page.)

The screenshot shows a web interface with four tabs: "Cub Scout", "Boy/Varsity Scout", "Venturing", and "General". The "General" tab is selected. The content is organized into three main sections:

- Youth Protection Training**
  - Youth Protection Training [Retake Course](#) | [View Certificate](#)
- Supplemental Training**
  - This is Scouting [Retake Course](#) | [View Certificate](#)
  - Physical Wellness [Take Course](#)
  - Safe Swim Defense [Retake Course](#) | [View Certificate](#)
  - Safety Afloat [Retake Course](#)
  - Climb On Safely [Take Course](#)
  - Trek Safely [Take Course](#)
  - Weather Hazards [Take Course](#)
  - Staffing the District Committee [Take Course](#)
- Leader Position-Specific Training**
  - Fast Start Orientation Training**
    - Chartered Organization Representative Fast Start [Take Course](#)
    - Unit Commissioner Fast Start [Take Course](#)
    - ScoutParents Unit Coordinator Fast Start [Take Course](#)

At the bottom, a "Course Status" legend indicates: ● - Not Started (yellow), ● - In Progress (blue), ● - Completed (green), ● - Expired (red).

Click on the “Cub Scout” tab and take the necessary course(s).

## **Supplemental and Ongoing Training**

### **Monthly Roundtable**

A leaders meeting that held in each district where leaders find information about upcoming district and council events and learn ways to improve the program. Participation in monthly Roundtables is required for some square knot awards.

### **Outdoor Webelos Leaders (OWL)**

This course is for all Webelos leaders. The course covers the skills and resources needed to teach the outdoor activity badges and helps to provide good and safe outdoor experiences. Completion of this training is required before a Webelos den can go on a campout.

### **BALOO**

Basic Adult Leader Outdoor Orientation for Cub Scout leaders is a one day training event that introduces participants to the skills needed to plan and conduct Pack outdoor activities, particularly pack camping. This training is required for any adult who is in charge of planning a pack campout and it is required that at least one adult per pack complete BALOO training in order to apply for tour permits.

### **WOOD BADGE**

Advanced training in leadership and team development, bringing together all programs – Cub Scouting, Boy Scouting, and Venturing. By pooling their ideas, sharing meaningful experiences and learning from highly-qualified instructors, participants will return to their units with new skills and resources.

### **POW WOW PLUS**

This is a Cub Scout leader's learning extravaganza – a big fun-filled experience where Cub Scouting leaders increase their knowledge, improve their skills, and gain enthusiastic attitudes about Cub Scouting.



## Guide For Safe Scouting

The purpose of the Guide to Safe Scouting is to prepare adult leaders to conduct Scouting activities in a safe and prudent manner. The policies and guidelines have been established because of the real need to protect members from known hazards that have been identified through 90-plus years of experience.

Developed to promote boating and boating safety and to set standards for safe unit activity afloat. Before a BSA group may engage in an excursion, expedition, or trip on the water (canoe, raft, sailboat, motorboat, rowboat, tube, or other craft), adult leaders for such activity must complete Safety Afloat Training, have a commitment card with them, and be dedicated to full compliance with all nine points of Safety Afloat.



Before a BSA group may engage in swimming activities of any kind, a minimum of one adult leader must complete Safe Swim Defense training, have a commitment card (No. 34243) with them, and agree to use the eight defenses in this plan.

 Safe Swim Defense	
This is to verify that _____	
has satisfactorily completed specific instruction in Safe Swim Defense and has agreed to use the eight defenses in this plan on every occasion when _____ (Unit and No.) goes swimming.	
This card is good for two years from date: _____	
_____	_____
Boy Scouts of America Council	
Signed: _____	
Aquatics Counselor Approved by Council	
BOY SCOUTS OF AMERICA	

## Leader Information

**PACK # 4**

**District # 539**

**Cubmaster:** Pat Gouker ~ [pgouker@comcast.net](mailto:pgouker@comcast.net)

**Pack Trainer:** Susan Wood ~ [live2sing1@comcast.net](mailto:live2sing1@comcast.net)

**Dates Courses Completed:**

\*\*Fast Start (for your specific program level): \_\_\_\_\_

\*\*Youth Protection (must be renewed every **2 yrs**): \_\_\_\_\_

This Is Scouting: \_\_\_\_\_

**Leader Specific:**

\*\*Tiger: \_\_\_\_\_

\*\*Wolf/Bear: \_\_\_\_\_

\*\*Webelos: \_\_\_\_\_

\*\*Cubmaster: \_\_\_\_\_

\*\*Pack Committee: \_\_\_\_\_

**Other Adult Leadership Courses:**

Introduction to Outdoor Leader Skills: \_\_\_\_\_

Scout Parent Unit Coordinator Training: \_\_\_\_\_

Commissioner Basic Training: \_\_\_\_\_

Chartered Organization Rep. Training: \_\_\_\_\_

\*\*These courses are *mandatory* for position held in Pack.

All courses can be taken online.

*Quick Reference Leader's Guide*

# Den Leader Training Award

One year of tenure and other requirements.



## Den Leader Training Award Progress Record



### Candidate's Personal Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip

Email: \_\_\_\_\_

Pack No. \_\_\_\_\_ District: \_\_\_\_\_

Council Name: \_\_\_\_\_

Select One:

Tiger Cub den leader

Bear Cub Scout den leader

Wolf Cub Scout den leader

Webelos den leader

Note: This award can be earned in each position, but tenure may be used only for one award.

### Tenure

Complete one year as a registered den leader in the position selected. Tiger Cub den leader's tenure can be the program year as long as it is greater than eight months.

From \_\_\_\_\_ to \_\_\_\_\_

### Training

Complete the basic training for the selected den leader position.

Attend a pow wow or university of Scouting (or equivalent), or attend at least four roundtables (or equivalent) during the tenure used for this award.

Complete This Is Scouting training.

Approved by:

\_\_\_\_\_  
Cubmaster Date

### Performance

Do five of the following during the tenure used for this award:

Have an assistant den leader who meets regularly with your den.

Complete Basic Adult Leader Outdoor Orientation (BALOO).

Have a den chief who meets regularly with your den.

Complete Outdoor Leader Skills for Webelos Leaders.

Graduate at least 70 percent of your den to the next level.

Participate with your den in at least one family camp; if your den is a Webelos den, participate with your den in at least two overnight camps.

Take leadership in planning and conducting a den service project.

Take leadership in planning two den outdoor activities.

Have a published den meeting/activity schedule for the den's parents.

Hold monthly den meeting and den activity planning sessions with your assistant den leaders.

Participate with your den in a Cub Scout day camp or resident camp.

Approved by:

\_\_\_\_\_  
Pack Committee Chair Date

### Training Committee Action

The leadership training committee has reviewed this application and accepts the certification that the candidate meets the required standards. The Den Leader Training Award is approved.

Approved by:

\_\_\_\_\_  
District or Council Training Committee Chair Date



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511-052  
2012 Printing

Click on image to open an editable PDF file of the above [checklist](#).

# Cubmaster Key Award

Three years tenure and other requirements - Commissioners,  
Scoutmasters, Venturing Advisors, and others.



## Cubmaster's Key Progress Record



### Candidate's Personal Information

Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Email: \_\_\_\_\_  
Pack No. \_\_\_\_\_ District: \_\_\_\_\_  
Council Name: \_\_\_\_\_

### Tenure

Within a five-year period, complete at least three years of registered tenure as a Cubmaster or one year as a registered assistant Cubmaster plus two years as a registered Cubmaster. (This can include the tenure used to earn the Scouter's Training Award.)

From \_\_\_\_\_ to \_\_\_\_\_  
From \_\_\_\_\_ to \_\_\_\_\_  
From \_\_\_\_\_ to \_\_\_\_\_

### Training

- Complete basic training for Cubmasters.
- Attend a pow wow or university of Scouting (or equivalent), or attend at least four roundtables (or equivalent) during each year of the tenure used for this award.
- Complete This Is Scouting training.

Approved by: \_\_\_\_\_  
Pack Committee Chair \_\_\_\_\_ Date \_\_\_\_\_

### Performance

Do the following during the tenure used for this award:

- Achieve at least the Silver level of Journey to Excellence for at least two years. The Quality Unit Award is acceptable if the tenure used is prior to 2011.
- Conduct an annual pack planning session and have a published pack meeting/activity schedule for the pack's parents in each year.
- Earn the National Summertime Pack Award at least once.
- Participate in at least one additional supplemental or advanced training event at the council, area, region, or national level.

Approved by: \_\_\_\_\_  
Pack Committee Chair \_\_\_\_\_ Date \_\_\_\_\_

### Training Committee Action

The leadership training committee has reviewed this application and accepts the certification that the candidate meets the required standards. The Cubmaster's Key is approved.

Approved by: \_\_\_\_\_  
District or Council Training Committee Chair \_\_\_\_\_ Date \_\_\_\_\_



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511-053  
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Click on image to open an editable PDF file of the above [checklist](#).

# Cub Scout Leader's Training Award

Basic Training and other requirements.

Various requirements, depending on the program and position.



## Scouter's Training Award for Cub Scouting Progress Record



### Candidate's Personal Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip

Email: \_\_\_\_\_

Pack No. \_\_\_\_\_ District: \_\_\_\_\_

Council Name: \_\_\_\_\_

### Tenure

Complete at least two years of tenure as a registered adult leader in a Cub Scout pack.

From \_\_\_\_\_ to \_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_

### Training

- Complete basic training for any Cub Scout leader position.  Attend a pow wow or university of Scouting (or equivalent), or attend at least four roundtables (or equivalent) during each year of the tenure used for this award.
- Complete This Is Scouting training.

Approved by:

\_\_\_\_\_  
Pack Committee Chair Date

### Performance

Do the following during the tenure used for this award:

- Participate in an annual pack planning meeting in each year.  Give primary leadership in meeting at least one pack Journey to Excellence objective in each year.
- Serve as an adult leader in a pack that achieves at least the Bronze level of Journey to Excellence in each year. The Quality Unit Award is acceptable if the tenure used is prior to 2011.  Participate in at least one additional supplemental or advanced training event at the council, area, region, or national level during the two years.

Approved by:

\_\_\_\_\_  
Pack Committee Chair Date

### Training Committee Action

The leadership training committee has reviewed this application and accepts the certification that the candidate meets the required standards. The Scouter's Training Award is approved.

Approved by:

\_\_\_\_\_  
District or Council Training Committee Chair Date



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Click on image to open an editable PDF file of the above [checklist](#).

PACK 4 VOLUNTEER AGREEMENT

I, \_\_\_\_\_ have received, read and agree to fulfill the training guidelines as set out within the Pack 4 training packet.

\_\_\_\_\_  
Pack Trainer – Susan A. Wood

\_\_\_\_\_  
Date

\_\_\_\_\_  
Leader Printed Name

\_\_\_\_\_  
Position held  
within Pack 4

\_\_\_\_\_  
Leader Signature

\_\_\_\_\_  
Date