



2021 DISTRICT CUB SCOUT RECRUITMENT CHAIR JOB DESCRIPTION

Responsibilities:

1. **Provide leadership and support to Cub Scout Recruitment plans and achieve Cub Scout growth in your district.**
2. **Recruit a District Team of 3-5 to:**
 - Train, communicate, and promote recruitment plans to packs.
 - Help District conduct Sign Up Nights in the spring and fall when necessary.
3. **Spring Recruitment:**
 - Develop a list of targeted/potential Packs to participate for Spring recruitment that are active during the summer months. (Summertime Pack Award)
 - Assist active summertime units & their recruitment chairs to coordinate and schedule Sign-Up Nights at select schools in the spring concentrating on kindergarten/1st Grade (Cubs) & 5th grade (Scouts BSA).
 - Identify schools that were not recruited from in the fall of 2020.
 - For school not recruited from, schedule and implement Sign-Up nights where appropriate. (NOTE: If there is no assigned Pack and where we must organize a new Pack to be effective, work with the committee and executive to assist in identifying and engaging a Chartering Organization to host a new pack.)
4. **Fall Recruitment:**
 - Promote training for pack sign-up nights for the fall.
 - Encourage every pack to recruit a Unit Sign-Up Night Chair and attend training.
 - Promote, engage, and assist units in creating a recruitment plan that includes community and chartered organizations.
 - Support your district executive and cub packs with assigning & scheduling schools (talks and recruitments) for the packs.
5. **Help communicate** with units and their recruitment chairs and other pack leadership to facilitate recruitment, including: encouraging Unit Sign Up Night Chairs and other pack leadership to attend recruitment training events, identify problems and opportunities with recruitment efforts, alerting District Executive or other relevant district- and/or council level staff of potential problems and opportunities; and motivating and recognizing good work and success with pack recruitments throughout the year.
6. **Ensure that all youth/adult applications and registrations/ Boys Life Fees are submitted to the council office 1-2 days after all recruitments and Sign-Up Nights.**