

PREPARED ESPECIALLY FOR:

FOR THE POSITION OF:

School Night chair

KEY MEETING DATES:

Council coordinated meetings  
District Committee meetings  
Unit chair training meeting  
School coordinator briefing/meeting

POSITION CONCEPT: Responsible to the membership chair for recruiting and building an organization of volunteers that plans, promotes, and successfully carries out the annual School Night for Scouting program throughout the district. The School Night for Scouting program represents the single most important event in the district's annual membership plan and provides an opportunity for boys and their families to learn for the first time about the Boy Scouts of America and to join the program.

PRINCIPAL RESPONSIBILITIES:

1. Accept responsibility for achieving the district's membership and recruitment goals.
2. Secure cooperation of the school superintendents and school principals.
3. Give leadership to the recruiting of school coordinators for each School Night location.
4. Call a meeting and lead a training session for all school coordinators, organizers, and commissioners.
5. Follow up with school coordinators to see that:
  - a. School principals are contacted.
  - b. Unit leaders are contacted.
  - c. School Night briefing meetings are held for unit leaders in each school.
  - d. Promotional materials are distributed in all schools.
  - e. The plan is reviewed with all school custodians.
6. Keep the district committee informed as to progress of recruiting plans and results.
7. Through cooperative efforts with the district's marketing committee, publicize the School Night program through all media sources.