



VENTURING · BSA

VENTURING CREW or SHIP



THE PURPOSE OF THE BOY SCOUTS OF AMERICA

It is the purpose of the Boy Scouts of America to provide for young men and women an effective program designed to build desirable qualities of character, to train them in the responsibilities of participating citizenship, and to develop in them personal fitness, thus to help in the development of American citizens who:

- Are physically, mentally and emotionally fit.
- Have a high degree of self-reliance as evidenced in such qualities as initiative, courage and resourcefulness.
- Have personal and stable values firmly based on religious concept.
- Have the desire and skills to help others.
- Understand the principles of the American social, economic, and governmental systems.
- Are knowledgeable about and take pride in their American heritage, and understand America's role in the world.
- Have a keen respect for the basic rights of all people.
- Are prepared to fill the varied responsibilities of participating in and giving leadership to American society and in the forums of the world.

The Boy Scouts of America accomplishes this purpose by making its program available in partnership with the existing groups having compatible goals, including religious, educational, civic, fraternal, business, labor, and governmental bodies.

THE KEY TO A SUCCESSFUL VENTURING PROGRAM

Success in any voluntary effort depends on finding the right people to do the right job at the right time under the right kind of leadership. In Venturing, that means an active crew / ship committee, giving support to the Advisor / Skipper and the youth officers. You are one of the right people.

To obtain a charter to use the Venturing program, your sponsoring organization recruits a committee that will do the following:

- Recruit an Advisor/Skipper and one or more Associate Advisors/Mates and see that they get adequate training for their position.
- Provide adequate meeting facilities.
- Coordinate the crew/ship program with that of the sponsor.
- Conduct crew/ship activities in accordance with the policies of the Boy Scouts of America and the sponsoring organization.
- Be responsible for the finances of the crew/ship.
- Maintain crew/ship property and equipment.
- Provide adequate leadership in the absence of the regular crew/ship leaders.
- Interpret the financial needs of the Sam Houston Area Council to the parents of Venturers and invite their support through the Sustaining Membership Enrollment (Friends of Scouting).
- Provide adequate program activity support throughout the year.
- Re-register the crew/ship 15 days prior to its charter expiration.

USE YOUR RESOURCES

As you assemble the manpower of your sponsoring organization, challenge the best people available to accept responsibilities for providing a stimulating and attractive Venturing or Sea Scout program.

First, determine each person's area of interest (vocation and avocation) and aptitude. Then ask each to fill a position on the unit committee that best suits his or her abilities. Be sure all positions are filled at all times.

Next, see that each person has the literature resources to fully understand the task. The Boy Scouts of America has many booklets and record keeping aids for this purpose.

When the committee members have become familiar with the literature, they should meet with the Advisor/Skipper and the Associate Advisors/Mates to plan to support the crew/ship's annual calendar and get commitments for assistance. At the same time, each person should give a brief outline of his or her responsibility so there is a clear understanding of each other's role

INDIVIDUAL DUTIES

For a crew/ship committee and its sponsoring organization to fulfill the "Purpose of the Boy Scouts of America" to the young men and women in the unit many people must be involved. Successful units have active committees, which involve as many parents and other adults as possible. This also divides the whole job, making each person's job easier.

Care must be used to assure that the committee does not encroach on the rightful responsibilities of the Advisor/Skipper or other unit leaders, including the youth leaders. Likewise, those leaders must not assume the functions of the committee. Each is important and must be carried out concurrently. The tasks identified below should be accomplished. Some committees divide the work as below, others operate more informally.

Each re-registering unit must contain the following positions: Chartered Organization Representative, Committee Chairperson, two (2) members of the committee - not including the Committee Chairperson, and the Advisor/Skipper. For two-deep leadership, one or more Associate Advisors/Mates are needed. Coed crews should have coed Advisors and associates.

CHARTERED ORGANIZATION REPRESENTATIVE (CR)

Name: _____
Address: _____ Zip: _____
Phone: (H) _____ (B) _____

1. Is a member of the chartered organization.
2. Serves as head of "Scouting department" in the organization.
3. Recruits a crew/ship committee and encourage training.
4. Maintains a close liaison with the unit committee chairman.
5. Helps recruit other adult leaders.
6. Serves as liaison between your crew/ship and the organization.
7. Assists with unit rechartering.
8. Encourages service to the organization.
9. Is an active and involved member of the district committee.

COMMITTEE CHAIRMAN (CC)

Name: _____
Address: _____ Zip: _____
Phone: (H) _____ (B) _____

1. Organize the committee to see that all functions are delegated, coordinated, and completed.
2. Maintain a close relationship with the chartered organization representative and the Advisor/Skipper.
3. See that unit leaders and committee members complete training.
4. Interpret national and local policies to the crew/ship.
5. Work closely with the Advisor/Skipper in preparing unit committee meeting agendas.
6. Call, preside over, and promote attendance at monthly unit committee meetings and any special meetings that may be called.
7. Ensure unit representation at monthly roundtables.
8. Secure top-notch, trained individuals for superactivity.
9. Arrange for charter review and recharter annually.



SECRETARY (MC)

Name: _____
Address: _____ Zip: _____
Phone: (H) _____ (B) _____

1. Keep minutes of meetings and send out committee meeting notices.
2. Handle publicity.
3. Assist with any newsletter or web site.
4. Help conduct the program capability inventory and Venturer activity interest survey.
5. Plan for family night programs and family activities.
6. Plan the charter presentation program.

FRIENDS OF SCOUTING (MC)

Name: _____
Address: _____ Zip: _____
Phone: (H) _____ (B) _____

1. Insures participation of the unit committee and all parents in the Council "Friends of Scouting" Campaign (Sustaining Membership Enrollment).
2. Recruits enough adults to serve as enrollers.
3. Insures that each parent is contacted and asked for their financial support.
4. Delivers monies and FOS pledges that have been collected to the district FOS turn-in meeting.

MEMBERSHIP (MC)

Name: _____
Address: _____ Zip: _____
Phone: (H) _____ (B) _____

1. In consultation with the youth vice president for administration, set up and supervise a systematic, year-round recruiting program.
2. Conduct open houses in the spring and fall.
3. Make sure all new parents are visited at home and personally invited to become a part of the crew/ship with their Venturer.
4. Work closely with nearby Scout troops in providing a program beyond Boy Scouting.
5. Prepare re-registration papers and report to the Chartered Organization.

ACTIVITIES (MC)

Name: _____

Address: _____ Zip: _____

Phone: (H) _____ (B) _____

1. Supervise and help procure equipment needed for activities.
2. Work with quartermaster on inventory, storage, and proper maintenance of unit equipment.
3. Help secure permission to use sites and submits TOUR PERMIT to Council Office.
4. Serve as transportation coordinator.
5. Encourage monthly activities related to the unit purpose or special activities.
6. Supervises meeting place inspections for safety.
7. Promotes good health and safety conditions in meeting place and at activity sites.

TREASURER (Finance/Records) (MC)

Name: _____

Address: _____ Zip: _____

Phone: (H) _____ (B) _____

1. Handle all unit funds in cooperation with the youth treasurer/purser. Pay bills on recommendation of the officers.
2. Maintain checking and savings accounts.
3. Train and supervise the youth treasurer/purser in record keeping.
4. Receive unit income each week from the treasurer/purser.
5. Keep adequate records.
6. Supervise money earning projects, including obtaining proper authorizations.
7. Supervise any activity savings plan.
8. Report to the unit committee at each meeting.
9. Lead in the preparation of the annual unit budget.

SERVICE (MC)

Name: _____

Address: _____ Zip: _____

Phone: (H) _____ (B) _____

1. Visits homes of Venturers in time of sickness or need.
2. Stimulates good turns and civic service.
3. Promotes Emergency Service Plan.
4. Promotes service projects for chartered organization.



RECOGNITION (MC)

Name: _____

Address: _____ Zip: _____

Phone: (H) _____ (B) _____

Advancement is not a method in Venturing, but recognition is. Some youth will chose to work on awards, some will not.

1. Encourage Venturers to take advantage of the recognition program.
2. Arrange crew reviews as needed.
3. Conduct recognition ceremonies as frequently as they are needed.
4. Develop and maintain a consultant list for activities and Venturing recognition.
5. Make a prompt report on the correct form to the council service center when a crew review is held. Secure badges and certificates.
6. Work with the youth secretary and vice president administration to maintain all Venturing recognition records.

ADVISOR/SKIPPER (NL/SK)

Name: _____

Address: _____ Zip: _____

Phone: (H) _____ (B) _____

1. Foster a true sense of community in the crew that encourages everyone's growth and responsibility to one another.
2. Develop crew officers to lead – to plan, make decisions and carry out a program over an extended period.
3. Encourage participation and support from the chartered organization, adult leaders, parents, and community.
4. Uphold the standards and policies of the chartered organization and the Boy Scouts of America.
5. Protect the members from abuse.
6. Conduct activities within BSA safety guidelines. Take BSA training.
7. Help the crew members enjoy life through the Venturing experience.
8. Help youth to grow by encouraging them to learn for themselves.
9. Coach the President/Boatswain in working out the details of the unit program activities.

ASSOCIATE ADVISORS/MATES (NA/MT)

Name: _____

Address: _____ Zip: _____

Phone: (H) _____ (B) _____

Name: _____

Address: _____ Zip: _____

Phone: (H) _____ (B) _____

1. One responsible to work with Vice President Administration, the other Vice President Program.
2. Take charge of the unit meeting in the absence of the Advisor/Skipper.

MONTHLY COMMITTEE MEETING AGENDA

ROLL CALL of committee, Advisor/Skipper and Associate Advisors/Mates.

READING of action on minutes of previous meeting.

REPORTS:

- a. Advisor/Skipper (unit progress, officers' meeting results, disciplinary problems, activities planned and other needs of the unit, candidates for crew reviews.)
- b. Chartered Organization Representative (unit relations, District and Council plans).
- c. Finances (unit fund raising projects).
- d. Service (Good Turn projects).
- e. Recognition (youth awards, crew reviews).

OLD AND NEW BUSINESS including plans for recruitment, visiting parents, service to sponsor, and District and Council activities.

MESSAGE from commissioner (if present).

FIX TIME, PLACE and **DATE** for next month's committee meeting.

ADJOURNMENT



UNIT COMMISSIONER (DISTRICT LEVEL)

Name: _____

Address: _____ Zip: _____

Phone: (H) _____ (B) _____

1. Helps your crew/ship succeed.
2. Visits regularly, source of good advice and district help.
3. Can assist when you have any questions or difficulties.
4. Friend, representative, teacher and counselor.

DISTRICT EXECUTIVE (COUNCIL LEVEL)

Name: _____

Address: _____ Zip: _____

Phone: (H) _____ (B) _____

A member of a team of specially trained professional Scouters responsible for maintaining high standards. He or she works closely with all committees of the District and the Commissioner Staff.

WHO PAYS FOR SCOUTING

THE VENTURER pays for his/her books, equipment registration fee and uniform (if any), from personal savings, Council Scout Fair Tickets Sales, Council Popcorn Sales, participation in crew money earning projects and personal work.

THE CREW/SHIP pays for its program needs and equipment from members' dues, Council Scout Fair Ticket Sales commissions, Council Popcorn Sales commissions, and unit money earning projects.

THE COUNCIL pays for its service to chartered sponsoring organizations, year-round camping, program services, special activities, and Service Center operation from several sources. The United Way through their community drives, provide approximately 13% of the Council's financial needs. The remaining 87% come from the annual Friends of Scouting Campaigns and other sources.