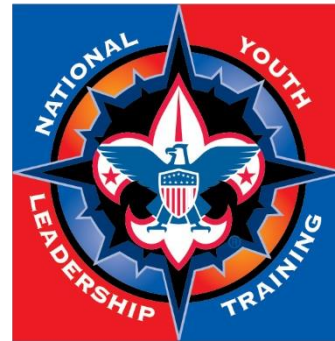


# GGAC-NYLT Adult Staff

We need Adult Volunteers!

Every year at NYLT, we provide comprehensive leadership training to several hundred youth using the BSA NYLT curriculum. Training troops of 36 to 48 participants each are formed during the weeklong session for an intensive practical youth-led presentation of the course that simulates a month in the life of a Scouts BSA Troop. A wide variety of topics are covered, including planning, the youth-led troop, running a patrol and troop meeting, training skills and leading a team. The material presented is relevant for both scouts and venturers and is taught collaboratively in a field environment with an emphasis on learning through fun. Every year, we see youth participants grow through the knowledge and skills they learn at NYLT and they take both back to their home troops and crews to improve the programs they run there.



Running an effective NYLT course needs a lot of adult help and every year, we assemble an adult team of both direct contact and behind-the-scenes support leaders to make, oversee and facilitate the course. Please consider helping us out. As a volunteer, you will work with a team of experienced NYLT “veterans” in a troop management or support logistics role and be rewarded by seeing the transformation of our participants into young leaders over the course of just a few days.

**NO EXPERIENCE NECESSARY!** We provide comprehensive training/guidance and guarantee an experience you will not find in other scouting events with our dynamic and fun group. Come for a day, a weekend or a week – we can definitely use your help!

NYLT can only grow and thrive with active and involved adults. Please help us train these young leaders so they can take knowledge back to their units and communities where they can put it to good use. If you have some time you can spare (or even if you don't!), contact the course director thru [ggac-nylt@gmail.com](mailto:ggac-nylt@gmail.com) for more information on how you can help us to present this very important training program.

## Job Descriptions: NYLT Staff Positions

### Direct Interface with Youth Staff and Participants

**Assistant Scoutmaster** – There are two Assistant Scoutmasters in each course. They assist the Scoutmaster in delivering the NYLT curriculum and in the day-to-day operation of the camp. The Assistant Scoutmasters are an integral part of the course team and work with the Scoutmaster to train youth staff and oversee the conduct of the course. While on course, if the Scoutmaster is unavailable for any reason, an Assistant will be expected to assume overall supervision of the course. Ideally, ASM's attend monthly staff training meetings, two training weekends and a staff training day in the run up to camp; however, lower levels of commitment are workable. Assistant Scoutmaster positions are ideal for new or young leaders in troops and crews who are in the first few years of their scouting careers. It's a wonderful opportunity to see scouting as it should be, and the skills we teach you as a staff member will help you in your personal and business lives. It can also be a position for an adult retiring from a Troop or Crew but



still looking for new challenges and new rewards. In the past, it has not always been possible for some volunteers to commit to a whole week at camp. In those cases, splitting an ASM position between two people, each for approximately 3 days has proven to be quite successful.



**Scoutmaster** – The Scoutmaster is responsible for the overall operation of one troop or “course”, the training of the youth staff in that troop and the delivery of the current National NYLT program to the participants in their course. While on course, the Scoutmaster is responsible for the overall supervision and safety of the Troop and will present at least one training module to the participants. Wood Badge is a desired qualification for this position, as is attendance every other year at an annual one-day training conference in November. It is recommended that

Scoutmasters first serve as an Assistant Scoutmaster in order to gain in depth familiarity with the curriculum and to experience and understand the interactions of youth in a week-long training environment. The SM attends monthly planning meetings, monthly staff training meetings, two training weekends and a staff training day in the run up to camp. A Scoutmaster position is ideal for a seasoned scouter looking to expand their own skills and to build upon their Wood Badge training.

**Associate Course Director** – This person is a back-up and resource for the Course Director, standing in for them if unavailable for particular meetings. Normally, the Associate Course Director is in training to succeed the Course Director. Typically, the Associate Course Director comes up from experience in other positions within NYLT.

**Course Director** – With Councils that have more than one NYLT Course/Troop, there is a single person named by the Council to coordinate the courses and to assure proper and appropriate staffing of all courses. The Course Director is responsible for ensuring that all NYLT courses are properly prepared and run according to the NYLT curriculum.

#### **Support Staff – Indirect interface with Youth staff and Participants**

**Assistant Quartermaster** - assists the QM as needed. QM staff attend monthly planning as well as training weekends and the actual course week(s). An Assistant QM position is an ideal volunteer position for a Venturer or parent who would like to be involved in the course delivery.

**Quartermaster** – responsible for the overall provision of course and camping supplies for all of the NYLT courses through a check out/check in system from central store. The QM Chief is also responsible for the ordering and distribution of materials supplied to the participants, uniform items for course staff and consumable supplies such as rope and twine. Other responsibilities include the overseeing of maintenance or replacement of equipment such as stoves, patrol boxes, lamps and other program specific equipment.



**Commissary Staff** – Scouts and Venturers perform best when well fed and our commissary takes pride in assuring that the participants have well-balanced menus to cook in a jamboree style environment, while at the same time catering to participants and staff with diverse dietary needs and restrictions.



Our Commissary Chief does most of the planning but needs many hands to prepare food for both of the staff training weekends and during course.

We need several Commissary Assistants at each training weekend and on course. You have to love food to be in Commissary! We go through truckloads of it! Commissary Assistant is an ideal volunteer position for a parent who would like to be involved in the course delivery.

We also have people who cannot spend the entire week on course but come up for a few days during course to help out. These Commissary Support people are an incredible help in assuring that food gets organized and out to the troops on time.

**Medic** – While the daily routine medical issues such as medicine dispensing and minor cuts are handled within the troops, we do like to have a trained medical person on staff.

#### **Behind the scenes support staff**

**NYLT Adult Committee Chair** – like the Committee Chair in a standard troop/crew or Jamboree unit, the Committee Chair forms a committee to oversee the progress of our training staff and provide assistance as needed. Typical activities include the provision of staff equipment (jackets/hats), organizing car pools and arranging course end thank you mementos. The committee chair also helps to find parents of our course staff who can fill vacant support staff roles. A parent of a staff member who is organized and works well with people is ideal.

**Registration Team** – oversees the gathering of required documentation from staff members and participants to comply with BSA requirements and course requirements. Led by the Registrar, the Registration Team gather, check, collate and enter information gathered from our participants and staff into our central Database. The data collected is made available to the Scoutmasters and Course Director as needed and is used for course communications to staff and participants through electronic and other means. We need 2 to 3 Registration Team members each year to support the registration process for the courses. Experience with databases and spreadsheets is helpful but not necessary as we will provide full training to all team members. Registrar Support is a perfect non-uniformed volunteer position for someone who wants to help but isn't available at weekends or for the duration of the course.

**Webmaster** – the course youth staff maintains a website and social media channels through Facebook and other platforms. The webmaster serves in a monitoring role to assure that all information published on the web conforms to the BSA guidelines. The webmaster is also responsible for organizing and maintaining the course's google drive files, so they are accessible to relevant staff members.

**Communications Interface** – GGAC-NYLT maintains generic email boxes for enquiries from participants and parents. The Communications Interface is the primary recipient of these enquiry emails and is responsible for either responding with answers from our FAQ collection or forwarding them to (and following up with) the relevant staff member or department for action.

**Council Interface** – helps the Course Director, Commissary Chief and Quartermaster by interacting with the Council on routine items like picking up and delivering items for the course preparation and some follow-thru on items like mailers and printing.

**Training Weekend Support Coordinator** – organizes volunteers to assure that the Weekend Training activities are adequately staffed with support people and encourages people to come up on weekends to help out. A parent of a youth staff member is ideal for this position.

**For more information:**

**Interested in learning more about the Adult volunteer positions? Please contact the GGAC-NYLT team at [ggac-nylt@gmail.com](mailto:ggac-nylt@gmail.com).**