



J A M B O R E E 2013  
July 15 – July 24, 2013

## **Summit Bechtel Reserve**

### **Jamboree Scoutmaster/Assistant Scoutmaster Application Information**

#### **WHAT IS A NATIONAL JAMBOREE?**

A national jamboree is an encampment of Scouts and unit leaders with the purpose of providing a dramatic demonstration of Scouting's ability to develop world brotherhood, a spirit of friendship, and a source of understanding among young people through fellowship, activities, and adventure. Most of the participants will come from the Boy Scouts of America although most of the countries with Scout associations will be represented.

#### **2013 NATIONAL SCOUT JAMBOREE**

The 2013 National Scout Jamboree will be held in the later half of July and will bring together more than 40,000 Scouts, leaders and staff for 10 days. Our contingent will include several additional days for touring historic spots in and around the Washington D.C. area, so the entire trip will cover 12 or more days.

#### **WHERE IS THE JAMBOREE?**

The jamboree will take place at Summit Bechtel Reserve in West Virginia.

#### **HOW DO I APPLY?**

Each troop will have 3 adult leaders age 21 or over and one adult leader between the ages of 18 and 20. Adults who are interested in serving as one of the leaders for our contingent need to complete the application and submit it to the council office. The application form includes a Code of Conduct and Statement of Understanding. All applicants must read the Statement of Understanding on page 2 carefully before signing in the appropriate area on the application form, please review and complete the Adult Leader Experience form. Finally you should review the Scoutmaster and Assistant Scoutmaster Job descriptions. Upon acceptance as a leader, initial deposit of \$250.00 will be due in the Council Office within 30 days.

#### **UNIT LEADER REQUIREMENTS**

All jamboree units are organized as provisional units. The following qualifications must be met.

##### **Scoutmaster**

- Be at least 21 years of age by 1 July 2013
- Have served as a Scoutmaster for at least one year during the three-year period prior to the jamboree
- Have completed basic training for adult leaders
- Have completed the 60-minute Youth Protection Training
- Participate in the pre-jamboree training experience

- Have filed a Personal Health and Medical Record supplied by National BSA before pre-jamboree training
- Be approved by our local council

##### **First Assistant Scoutmaster**

- Same qualifications as Scoutmaster

##### **Second Assistant Scoutmaster**

- Be at least 21 years of age by 1 July 2013
- Have served actively in an adult troop position for at least one year during the three-year period prior to the jamboree
- Have completed basic training for adult leaders
- Have completed the 60-minute Youth Protection Training
- Participate in the pre-jamboree training experience
- Have filed a Personal Health and Medical Record supplied by National BSA before pre-jamboree training
- Be approved by our local council

##### **Third Assistant Scoutmaster**

- Be at least 18 and not yet 21 years old by Sept. 1, 2013
- Have served actively in a troop leadership position
- Have completed basic training for adult leaders
- Have completed the 60-minute Youth Protection Training
- Participate in the pre-jamboree training experience
- Have filed a Personal Health and Medical Record supplied by National BSA before pre-jamboree training
- Be approved by our local council

#### **TRAVEL, COSTS & PAYMENT SCHEDULE**

All leaders will travel with the contingent as part of the tour that is arranged by our council jamboree committee. Cost for leaders will be determined once the final tour plans are made, but is expected to be at least \$2500.00. This fee will cover the majority of all costs, although additional expenses such as required uniforms and personal equipment would not be included. Payments will be according to the published payment schedule.

#### **RETURN OF APPLICATION**

**Deadline August 31, 2011.** Please return completed applications to Alamo Area Council BSA, Attn: Dwayne Cloar, C/O 2013 National Jamboree Committee, 2226 NW Military Highway, San Antonio, TX 78213. (210) 341-8611.





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# **Jamboree Scoutmaster and Assistant Scoutmaster (ASM) Code of Conduct, and Statement of Understanding**

**Submit with the Adult Leader Application**

### ***Code of Conduct:***

1. The unit's adult leads (Scoutmaster and ASMs) are responsible for the supervision of the unit's membership in respect to maintaining discipline, security, and the jamboree Code of Conduct.
2. The Scout Oath and Law will be my guide throughout the jamboree.
3. I will set a good example by keeping myself neatly dressed and presentable. (The official Scout uniform and jamboree identifying items are the only acceptable apparel).
4. I will attend all scheduled programs and participate as required in cooperation with other unit members and leaders.
5. In consideration of other unit participants, I agree to follow the bedtime and sleep schedule of the unit, unless otherwise directed by the jamboree program.
6. I will be responsible for keeping my tent and personal gear labeled, clean, and neat. I will adhere to all jamboree recycling policies and regulations. I will do my share to prevent littering of the jamboree grounds.
7. I understand that the purchase, possession, or consumption of alcoholic beverages or illegal drugs by any youth member is prohibited. This standard shall apply to all participants – both youth and adult.
8. Serious and/or repetitive behavior violations including cheating, stealing, dishonesty, swearing, fighting and cursing may result in expulsion from the jamboree and/or serious disciplinary action and loss of privileges. Upon arrival at The Summit, the jamboree director must be contacted for the expulsion procedure to be invoked. There are no exceptions.
9. I understand that gambling of any form is prohibited.
10. I understand that possession of firearms or lasers of any type, and possession or detonation of fireworks is prohibited.
11. I will demonstrate respect for unit and jamboree property and be personally responsible for any loss, breakage, or vandalism of property as a result of my actions.
12. Neither the unit leaders nor the Jamboree Division, BSA, will be responsible for loss, breakage, or theft of personal items. Theft will be grounds for expulsion.
13. While participating in the action centers, aquatics, and other activities, I will obey the safety rules and instructions of all supervisors and staff members.
14. In accordance with U.S., local and state laws, adult leaders and youth are prohibited from having firearms and weapons in their possession.
15. Scoutmasters and assistants will be guided by the Scout Oath and Scout Law and will obey all U.S., state and local laws.
16. Scoutmasters and assistants must complete the 60-minute Youth Protection training and follow the guidelines therein prior to pre-jamboree training.
17. Hazing has no place in Scouting. Nor do running the gauntlet, belt lines, or similar physical punishments. Leaders and older youth must prevent any youth from being "initiated" into the troop with hazing.

- 18. Adult leaders should have the good judgment to avoid trading souvenirs or patches with a child or youth member in Scouting. Youth members may trade with youth members. Adult leaders may trade only with other adults 18 years of age or older.
- 19. Adult leaders and youth leaders must instruct youth to avoid confrontation with groups, demonstrators, or hecklers and must assume a passive reaction to name-calling from individuals or groups. Units or groups must be removed from the area of potential conflict immediately.
- 20. Serious violation of this code may result in expulsion from the jamboree at the participant's own expense. All decisions will be final

**Statement of Understanding:**

Leaders are selected to represent the Alamo Area Council (AAC) based on their qualifications in character, camping skills, physical and personal fitness, and leadership qualities. With completion and submission of this application, I the undersigned do hereby agree to live the Scout Oath and Law and to obey and cooperate with jamboree leaders, to meet my full responsibility as a member of the AAC jamboree contingent, take such preliminary jamboree training as may be required, and to wear the official jamboree uniform. I further attest that I have read the Code of Conduct and Statement of Understanding as a condition of participation. It is with the further understanding that serious misconduct or infraction of rules and regulations may result in expulsion, at the participant's expense, from the jamboree or during the jamboree tour. I have also read the duties of the position for which I am applying and do hereby confirm that I am capable of fulfilling said duties during the months preceding the jamboree, during the tour, traveling to and from the jamboree and while at jamboree.

Payments of jamboree registrations fees, tour or equipment costs will be made in accordance with guidelines as set forth by the jamboree committee for contingent troop leaders. All fees must be paid on or before the dates imposed by the jamboree committee. Failure to make payments in a timely and responsible manner shall constitute breach of this agreement and may result in removal from the position with forfeiture of all fees previously collected. In consideration of the benefits to be derived from participants in the 2013 National Scout Jamboree, any and all claims against the Boy Scouts of America, the Alamo Area Council, the United States of America, or any of the officers, employees, agents, or other representatives of any of them, or any other persons working under their direction or engaged in the conduct of their affairs, arising out of any accident, illness, injury, damage, or other loss or harm to or incurred or suffered by the applicant named herein or to his property, in connection with or incidental to the 2013 National Scout Jamboree, including preliminary training and travel, are hereby expressly waived by the applicant.

I understand that the jamboree will be covered by news media and moviemaking and broadcasting companies, and I hereby consent to the use of my voice and/or photograph in the news coverage, moviemaking or similar projects approved by the Boy Scouts of America.

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Personal Signature Date

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Witnessed by Date



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**Summit Bechtel Reserve**

**Jamboree Scoutmaster and Assistant Scoutmaster  
Prospective Scoutmaster/Assistant Scoutmaster Profile**

Submit with the Adult Leader Application

Please use additional sheets if necessary.

Name \_\_\_\_\_ Unit Type \_\_\_\_\_ Number \_\_\_\_\_

District: \_\_\_\_\_

Current Scouting Position: \_\_\_\_\_ Dates Held \_\_\_\_\_

Applying for: \_\_\_\_\_ Scoutmaster Only \_\_\_\_\_ Assistant Scoutmaster Only \_\_\_\_\_ Either SM or ASM

Positions Served in Scouting: Dates/Years

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Vocation: \_\_\_\_\_ Employer: \_\_\_\_\_

Special Skills or Hobbies: \_\_\_\_\_

Total Years in Scouting: Adult \_\_\_\_\_ Youth \_\_\_\_\_

National Jamborees Attended (include year(s)): \_\_\_\_\_

Leadership Position(s) as related to National Jamboree: \_\_\_\_\_

High Adventure Attended: \_\_\_\_\_

Leadership Position(s) as related to High Adventure: \_\_\_\_\_

Boy Scout Leader Training: Check all that apply, S if Staff, indicate year(s) of participation

- |  |   |
|--|---|
| _____ Fast Start-Boy Scout                   | _____ SM/ASM Specific (SM Fundamentals 1&2)     |
| _____ New Leader Essentials Training         | _____ Outdoor Leader Skills (SM Fundamentals 3) |
| _____ Troop Committee Challenge              | _____ CPR                                       |
| _____ Youth Protection                       | _____ Health & Safety                           |
| _____ Wood Badge                             | _____ Powderhorn                                |
| _____ Safe Swim Defense                      | _____ Climb On Safely                           |
| _____ Safety Afloat                          | _____ Red Cross First Aid                       |
| _____ Wilderness First Aid                   | _____ University of Scouting                    |
| _____ Philmont Training Center (list course) | _____ National Camp School                      |

**2013 National Jamboree**

**Prospective Scoutmaster/Assistant Scoutmaster Profile**

Check all that apply, provide year if applicable:

- Eagle Scout
- Religious Award – Youth
- Boy Scout Leader’s Training Award
- Scoutmaster’s Key
- District Unit Level Recognition Award (i.e. Soaring Eagle)
- District Award of Merit – District
- Silver Beaver Award – Council
- Order of the Arrow Member
- Ordeal
- Brotherhood
- Vigil
- Religious Award – Adult
- Explorer Awards
- Venturing Awards
- Scoutmaster Award of Merit

Cub Scout Leader Awards: \_\_\_\_\_

Varsity Scout Leader Awards: \_\_\_\_\_

Venturing Leader Awards: \_\_\_\_\_

Other Awards, Training, or Honors: \_\_\_\_\_

\_\_\_\_\_

Other Service to Youth: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Short Essay – On a separate sheet of paper, please respond to the following question:

- Why do you want to participate in the 2013 National Jamboree?
- Give information that would be pertinent to your selection as a Jamboree leader

Please limit your response to less than one page.

Interviews:

Scoutmaster and Assistant Scoutmaster candidates will be interviewed by the Jamboree Leadership Selection Committee. After the committee has reviewed your application we will schedule you for an interview.

Deadline for application: August 31, 2011

Please return this form (along with your Application and Code of Conduct and Statement of Understanding) to:

Alamo Area Council, BSA  
 Attn: Dwayne Cloar  
 C/O 2013 National Jamboree Committee  
 2226 Military Highway  
 San Antonio, TX 78213



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# **Jamboree Scoutmaster/Assistant Scoutmaster Information Sheet**

Congratulations on your decision to apply for the rewarding position of an adult leader for the 2013 National Scout Jamboree. While being a troop leader will be a wonderful experience, there are expectations and commitments that must also be made. Without fulfilling this commitment, a troop, the youth and this contingent's success could be diminished. What follows are some expectations a troop leader should be willing to fulfill:

- 1. Recruiting** Without youth participation, there would be no troops to have leaders for. Every youth and their family should have the opportunity to decide for themselves whether or not to attend the Jamboree. As such, a troop leader must make every effort to reach every eligible Scout and his family in the Alamo Area Council. Troop meetings, Camporees and Roundtables are all valuable opportunities; However, a resourceful troop leader will find creative ways to promote Jamboree to all eligible youth.
- 2. Uniform** As leaders, you set the example. The council expects the youth to travel and tour in a complete Boy Scout uniform. Therefore, the leaders are also expected to be in complete Boy Scout uniform. This uniform consists of Boy Scout socks, belt, trousers or shorts and uniform shirt with approved insignias properly affixed. Traditionally, our Council strictly adheres to the National Jamboree dress code. While recruiting and participating in activities representing the National Jamboree Contingent, a leader must set a positive example and appear in a complete Boy Scout uniform.
- 3. Training and Pre-Jamboree Events** Training is a vital part of the support that the Alamo Area Council provides. This training will help prepare the selected adults to perform the duties of a National Jamboree Troop Leader. The largest duty, of course, is to help provide the best Jamboree experience possible for our youth. The training syllabus is designed to optimize a troop leaders time. During training, subject matters will not be duplicated. This makes attendance at every session and Jamboree event imperative. Therefore, your attendance is expected at every event. Absences will need to be approved by the Council Contingent Chair.
- 4. Communications** There is much information given to the troop leaders. Drawings, plans, agendas and itineraries are just a few. All information is an important part of a troop leader's tool box. A leader needs to read all written communications thoroughly and clarify any information that is not completely understood.
- 5. Challenges** An undertaking of this magnitude will experience some challenges. Flexibility is a keystone towards a positive Jamboree experience. A troop leader must stay focused on the end result, a positive experience for the youth. Miscommunications, misunderstandings and red tape are all possible challenges a troop leader may face. A troop leader needs to face the challenge with a smile and a "can do" attitude. Problem solving is another opportunity to set a positive example for the youth.
- 6. Questions** There will be many questions posed to a troop leader, especially during the first few organizational troop meetings. It is important a troop leader establish credibility with the youth and their parents. It is imperative that the information being passed on to the youth and their parents be accurate. A troop leader is expected to acknowledge when they cannot accurately answer a question posed to them, and make every attempt to acquire the most accurate information available and relay that information to the person making the inquiry in a timely fashion.



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## **Summit Bechtel Reserve**

# **Jamboree Scoutmaster and Assistant Scoutmaster Position Descriptions and Requirements**

### **Scoutmaster**

Serves as the executive officer of the troop.

Is the liaison for his troop to, and a voting member of, the Jamboree Contingent Committee.

Is a member of the Uniforms/Tours Committee.

Works through his Assistant Scoutmasters, senior patrol leader, and patrol leaders to ensure fulfillment of their duties.

Maintains policies and coordinates efforts of Assistant Scoutmasters.

Is personally responsible for the health, safety, and morale of his troop.

Is responsible at all times for the proper behavior and conduct of the members of his troop.

Receives a report from his senior patrol leader on bed check each evening after taps and reports those present, accounted for, or missing to the designated sub-camp staff member.

Serves as a liaison between the troop and the sub-camp leadership.

Assists in conducting Jamboree promotional rallies and in recruiting Scouts to attend the Jamboree.

Leads his participants in pre-jamboree training.

Accompanies his troop to and from the Jamboree.

By his example, serves as a role model for others to follow.

### **First Assistant Scoutmaster (Scheduling and Records)**

Serves as troop leader in the absence of the Scoutmaster.

Is the liaison for his troop to and a voting member of the Administration/Finance Committee.

Is personally responsible for the troop's individual jamboree applications/contracts and medical records, and all troop records to include travel permits, hotel room assignments, gate passes, airline tickets, and

other passes or permits necessitated by the tour package.

Works with the troop scribe in the handling of troop records and the notification of troop members of Jamboree activities and meetings.

Responsible for troop first aid and contacts the sub-camp medical officer on serious cases.

Maintains liaison with sub-camp communications officer.

Maintains the general morale of the troop, including distribution of mail and other communications.

Encourages Scout news correspondents to send news to their hometowns.

Assists in conducting Jamboree promotional rallies and in recruiting Scouts to attend the Jamboree.

Participates in pre-jamboree training.

Accompanies his troop to and from the Jamboree.

By his example, serves as a role model for others to follow.

### **Second Assistant Scoutmaster (Physical Arrangements)**

Is responsible to the Scoutmaster for troop physical arrangements.

Is the liaison for his troop to and a voting member of the Equipment/Logistics Committee.

Works with the troop quartermaster in the issuance of supplies, movement and security of equipment.

Is responsible for the design, construction, and installation of the troop gateway.

Arranges directly with the sub-camp equipment and maintenance officer for supplies.

Working through and with the quartermaster and patrol leaders, trains and oversees the patrols in their tasks of drawing food and food supplies, preparation and serving of food, and cleaning up.

Consults regularly with patrol cooks on the most effective ways to prepare daily food selections.

Meets daily with the patrol cooks and firemen, giving briefings on food preparation and safety precautions.

Oversees camp sanitation and cleanup operations after each meal.

Is responsible for the care, maintenance, and neat appearance of all equipment.

Is responsible for transportation of troop equipment and personal baggage to and from the Jamboree.

Assists in conducting Jamboree promotional rallies and in recruiting Scouts to attend the Jamboree.

Participates in pre-jamboree training.

Accompanies his troop to and from the jamboree.

By his example, serves as a role model for others to follow.

### **Third Assistant Scoutmaster (Troop Activities)**

Is responsible to the Scoutmaster for program and activities of the troop, including pageants and campfires.

Is the liaison for his troop to, and a voting member of, the Pre-jamboree Training Committee.

Works with the assistant senior patrol leader in administering troop activities and participation in camp-wide events.

Serves as banker for troop and individual funds and coordinates sales with contingent trading post advisor for the troop.

Contacts the sub-camp activities director in handling routine matters.

Cares for troop and individuals exhibits.

Assists in conducting Jamboree promotional rallies and in recruiting Scouts to attend the Jamboree.

Participates in pre-jamboree training.

Accompanies his troop to and from the Jamboree.

By his example, serves as a role model for others to follow.

APPRAISAL OF APPLICANT (By Council Jamboree Selection Committee)

CHECK APPROPRIATE LINE

	Scouting Record	Attitude	Community Participation (including religious life)	Personal Appearance (including proper height-weight ratio)	Scouting ideals (exemplifies Scout Oath and Law)	How adult Scouter relates to others	Adult leadership record	Camping and outdoor experiences
Excellent								
Good								
Fair								
Poor								

We find this applicant's record in Scouting to be correct and based upon his or her personal qualifications for membership in the jamboree contingent, we recommend him or her for the following leadership position:    \_\_\_ SM    \_\_\_ ASM-1    \_\_\_ ASM-2    \_\_\_ ASM-3  
 We recommend him or her as an alternate for the following position:        \_\_\_ SM    \_\_\_ ASM-1    \_\_\_ ASM-2    \_\_\_ ASM-3

Signed: \_\_\_\_\_  
 Council Chair, National Scout Jamboree Committee

Accepted By : \_\_\_\_\_  
 Council Scout Executive