

Chapter Officer / Committee Chair Expectations & Responsibilities

1. Agree to attend every Chapter function throughout their term of office
2. Will wear the complete Official BSA Uniform in accordance to their register program (Scouts BSA, Venturing or Sea Scouting) to all Chapter and Lodge events. This includes:
 - i. Scout shirt with correct insignia, Scout pants or Scout shorts with Scout belt and Scout socks
 - ii. *Jeans and camouflage clothing are not allowed.*
 - iii. Remember that as an officer you must set the example.
3. Agree to attend all Chapter and Lodge events, including Lodge Leadership Development Conference, Lodge Banquet, Spring Fellowship, Conclave, Ordeal and Fall Fellowship.
4. Agree to consult with their Lodge counterpart at least monthly.
5. Agree to consult with their Adviser at least monthly or more depending on the position.
6. Will promote the Chapter, the Lodge, the Order of the Arrow, and the Council Camping Program.

Chapter Vice Chief of Program/Service

1. Assists the chapter chief in administering the program of the chapter.
2. Develops slate of programs for monthly Chapter Meetings.
3. Plans and executes the program portion of the monthly Chapter meetings.
4. Promotes all Chapter and Lodge Events to the Chapter membership.
5. Plans and executes Chapters Annual Banquet
6. Makes all announcements and leads graces at Chapter hosted Ordeal Weekend.
7. Organizes, coordinates, staffs and conducts Chapter service events
8. Serves at the Head Elangomat and conducts Elangomat training at the Chapter hosted Ordeal weekend.
9. Serves as the Assistant Ordeal Master and attends Ordeal Master Training.
10. Plans and executes Ordeal “Friday Night Fun” program for Ordeal candidates.
11. Works closely with Vice Chief of Awards to promote Recruitment Programs such as *Bring One* and Brotherhood Conversion.
12. Submit a report on Program/Service at each Chapter meeting.
13. Work closely with the Vice-Chief of Inductions during Ordeal.
14. Promotes year-round camping, long-term camping (with emphasis on BAC summer camps), and high adventure camping.
15. Performs duties as assigned by the Chapter Chief and reports to him on all accomplishments and issues.
16. Sees that the Principles and Purpose of the Order are followed in the areas of his charge.
17. Communicates with Associate Adviser and Chapter Adviser in timely manner before a meeting, event or event weekend.