Hudson Valley Council 2019 Membership Playbook



Your guide to growing your pack membership by becoming more *visible, inviting, and fun!*



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PURPOSE OF THIS PLAYBOOK

This playbook is intended to help your pack prepare to recruit new Scouts not only this fall, but year-round. Please use this playbook as a reference to utilize all recruitment methods. From Geofencing to flyers being sent home, there are dozens of ways to reach new families.

KEY FACTS FOR THE FALL MEMBERSHIP CAMPAIGN

All Cub Scout Packs in the Hudson Valley Council can have their geofencing/digital advertising paid for leading up to their recruitment event. All packs need to turn in their recruitment date, time, and location to their District Executive by August 15th. More details to come!! More information and the benefits of geofencing is in the playbook.

For Dutchess, Heritage, and Delaware River Districts, the coordinated membership event is September 25th. For Rockland District, it is October 2nd. All youth across the 5 counties the Hudson Valley Council serves will have the opportunity to join Scouting at their elementary schools on the coordinated membership dates.

KEY CONTACTS

Jon Whitaker – Heritage Sr. District Executive & Membership Campaign Staff Adviser: <u>jon.whitaker@scouting.org</u>

Christian Miller – Rockland Sr. District Executive: <u>Christian.miller@scouting.org</u>

Glen McBride – Dutchess District Executive: glen.mcbride@scouting.org

David Horton – Scout Executive & Serving Delaware River District: <u>David.horton@scouting.org</u>

ADDITIONAL RESOURCES:

Hudsonvalleyscouting.org/membership

Scoutingwire.org/marketing-and-membership-hub

GEOFENCING

What if you could send parents an invitation to attend a Join Scouting event directly through Facebook? By creating an event on Facebook and 'geofencing' it, you can. It's easy, affordable and it's a great way to reach parents with a message to join.

Here's how it works.

Geofencing allows you to set a geographic virtual boundary around a specific location or locations. Once the virtual barrier is established through a platform like Facebook, for instance, we can set up triggers that will send our chosen audience an ad when their mobile device enters the specified area.

Getting Started with Geofencing

Families have a higher interested in joining Scouting when they see information that is current, relevant, and easy to understand. Review and assess all of your council and district social media interfaces (Facebook, Twitter, Instagram, websites, etc.).

How would you answer the following questions:

- What type of information is presented on these pages?
- Is it for an internal or external audience?
- Is there information that non-Scouters will understand?
- Does the information look fun, exciting and welcoming?
- When was the last time the pages were updated?

Steps to Set Up a Geofence

- 1. Log into your pack Facebook page
- 2. Click Events
- 3. Create Event
- 4. Enter the information for the event (unit recruitment night, for example)
- 5. After your event is created, boost your event by clicking on the event-boost button
 - Audience this is where you will edit
 - 1. MEN/WOMEN AGES (Pick an age range you want to target)
 - LOCATION push location and within 5 mile radius; Your strategy for geofencing will look different, depending on whether you're located in an urban or rural area. Rural locations will have to broaden their geographic search.
 - 3. LIMIT ON DOLLARS minimum \$1.00 per day; and enter payment parameters

TIPS:

- Make sure you are using the <u>BSA Brand guidelines</u>
- Use high resolution graphics for the event
- You can target any location and then look for schools around that location
- Don't forget the small details for example, room location
- DO NOT change the event after it is posted
- AVOID co-hosted events

Using event geofencing through Facebook to support recruitment showed exciting results in the last Cub Scout recruitment season. On average, geofenced units recruited +7.43% more new Cub Scouts than they did the previous year. Whereas non-fenced units within those same councils were down an average of -9.12% in new Cub Scouts recruited.

What is Geofencing?

Geofencing is a method of geographically targeting a specific audience using Facebook. In this case, we first set up an event in Facebook to feature a "Join Scouting" night. Once the Facebook event is set up, you can set up a geofence for the event and "boost" it. This means paying a fee within Facebook so that members of your target audience who enter into the geographical area in the real world while they are also on Facebook are shown the event information. The cost is minimal – we paid \$1 per day, per unit.

In the example of a joining event where we want to reach parents, we set up an event geofence in Facebook with a 1-2 mile radius around the school where the joining night is scheduled. When a parent enters that area, they receive a notification on their Facebook page about the event. It's easy. It's hyper local, and it doesn't rely on someone else passing out fliers or other material.

Key Learnings:

- Geofenced events held at schools performed the best, followed by events held at parks/community venues, followed finally by events at churches.
- Church-based recruiting events did not perform as well as school-based recruiting events.
- Single-unit events performed better than events with multiple units participating (e.g. events in parks, etc.).

Frequently Asked Questions:

- 1. Does this replace the recruitment flier?
 - No. This is simply one additional tactic to strengthen your recruitment efforts.
- 2. Can I do this with any Facebook page?
 - No. You will need to have an 'organization' page, not a personal Facebook page. Organizational pages have more tools to use for communication and marketing.

3. How much does it cost?

- It costs as little as \$1 per day, per unit. You can spend more if you like, but we found the lower spend to be effective.
- 4. Can I geofence multiple locations?
 - Yes, you can.
- Can I geofence one location and have the event at a different location?
 Yes
- 6. What about timing? How far out should I schedule the geofence?
 - Up to 14 days. Time it with your flier distribution.

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7. Do I need permission to geofence a location, such as a school?

• No. You are simply extending a calendar invitation to those who might be interested in attending.

8. How else could I use this tactic?

• Use it to help promote any scheduled event, such as fundraising events, festivals, day camp, resident camp, popcorn sales. The possibilities are endless!

How do I create a community Facebook page?

Find more information on creating a Facebook page here:

https://www.facebook.com/pages/create

Note: To create a 'Community' Nonprofit page, at the link above, select the box on the top row, center column titled Company, Organization or Institution*, and follow the prompts.*

How do I Boost an Event on Facebook?

Find more information on how to boost an event here:

https://www.facebook.com/business/help/1519209995047756

Boosting an event lets you promote an event to specific people, in a specific geographic area, and at a specific time. Once you have an event set up on your community Facebook page, it's easy to boost the event to even more people.

BE VISIBLE – TO ALL

Believe it or not, one of the most common questions we get is, "Where is Scouting today?" The key to showcasing Scouting and growing excitement to be a Scout or to support Scouting is to be as visible as you possibly can. Here are a few ways to be more visible:

LOCAL NEWSPAPER

• Packs should work with local newspapers to get pictures, stories, and recruitment information printed

SCHOOL OPEN HOUSES

• Packs must have a table at these events. Best success is achieved with hands-on displays (water bottle rocket launches, pinewood derby tracks, etc.). Parents should be able to register their youth at these events or learn when the sign-up night is.

SCHOOL FLYERS SENT HOME

 If your local elementary school permits flyers to be sent home, send them home 3 – 6 days before your recruiting event. Check with the school if they allow e-blasts.

SCHOOL NEWSLETTERS

• Send a press release t your local school to be included in the school's newsletter. Highlight local youth and recognize adult leaders

UNIFORM DAY

• Existing Cub Scouts should be encouraged to wear their uniform on pack t-shirt to school on the day of your recruiting event and pack meeting days

PARTICIPATE IN YOUR LOCAL FESTIVAL, PARADE OR FAIR

- Invite everyone to your next pack meeting
- Have a booth where other youth can try their hand at Cub Scout activities

SOCIAL MEDIA

• Have all members of your pack utilize social networks such as Facebook, Instagram, Twitter, etc. to provide messages and information that will resonate with parents. Make sure your recruitment information is included.

WHAT ACTIVITIES COULD WE DO TO BE VISIBLE TO FAMILES WHO WANT TO JOIN CUB SCOUTS?

BE INVITING – TO YOUTH

Being visible is a great start, but the next step is to be inviting. Most youth and adults are hesitant to just join without being asked. They need to feel welcomed and learn that Scouting is a safe place where they will have fun and make friends. Many families may be unaware or confused how or where to join. Here are a few ways to be more inviting:

PEER TO PEER RECRUITING

• Existing Cub Scouts create invitations at a den meeting prior to the event and hand deliver them to their friends and classmates the week before the recruiting event.

PARENT TO PARENT RECRUITING

• Parents help promote Scouting to their child's social circle through taking to their friend's parents and handing out flyers in their neighborhood, religious education class, sports teams, etc.

SCHOOL OPEN HOUSES

• All packs must have a table at these events not just to showcase what Cub Scouting has to offer, but also allow families to register right then and there.

BRING A FRIEND ACTIVITIES

- Which of your activities could your Cub Scouts invite their friends to? All of them! What a great way for other youth members to get a firsthand look at Cub Scouting! This could be a day hike, a simple cookout with games, or a STEM activity like launching rockets
- Set up a few sample activities from the different Cub Scout handbooks and let all youth try. Registered Cub Scouts will get credit in the handbook and mention to guests if they were a cub Scout, they would also be earning badges during these activities!

PARTICPATE IN YOUR PLACE OF WORSHIP

• Your pack can have Scouts helping at local places of worship. This supports community service, Duty to God, and doing a Good Turn Daily. Have a booth or table set up and allow people to meet the Cubs and their leaders. Invite them to join your pack.

ADPOT A SCHOOL

• Support your local school with community service projects or have a booth at a school event. Make sure that part of your booth is to invite people to join!

WHAT ACTIVITIES COULD WE DO TO INVITE OTHER FAMILES TO TRY CUB SCOUTING?

BE INVITING – TO ADULTS

RECRUITING MORE ADULTS

Every pack could use more adult leaders. Here are some best practices for achieving this. There are also some things to steer clear of:

BEST PRACTICES

- Identify simple areas where you need help" Blue and Gold banquets, Pinewood Derby, community service projects, etc. Not all help needs to be a registered volunteer.
- Identify areas which will need a registered leader for now or for the future. Do you need members of the committee, Den Leaders, or a Cubmaster?
- Identify parents with interests, talents, and experience for these needs.
- Meet with them in person, invite them to be an adult leader, and provide them with an outline of what is expected. Provide them with info for training and support available.
- Make targeted asks. If Jill is the best candidate for Cubmaster, have the current Cubmaster and another volunteer go ask Jill personally. This shows the importance of the role and lets Jill know that she is the best candidate for the position.
- ASK! This may sound like a no-brainer, but if you don't ask someone to step up and help, they aren't going to volunteer. Ask individuals to help.

WHICH POSITIONS DO YOU NEED TO PLAN TO FILL?

LIST PARENTS WHO SHOULD BE INVITED TO BE LEADERS IN YOUR PACK

STEER CLEAR

- Don't make a general announcement at a meeting that the pack needs help if interested, call the Cubmaster. For instance, "So I'm stepping down as Cubmaster and we really need a replacement. If anyone is interested, please come talk to me after the meeting."
- Don't place a paragraph on your website, Facebook, or newsletter as an ad for help. You want the best candidate possible for the position in your pack. Placing an ad opens up these positions of importance to anyone, which diminishes the perceived importance.

MAKE IT FUN – FOR ALL

GAUGING FAMILY INTEREST

 Part of what makes a successful Scouting program is engaging families by asking them what activities they wish to see the pack offer in order to provide an inclusive and fun program for the whole family. Make sure you provide your pack calendar to families interested in joining.

FAMILY INTEREST INFORMATION

PARENTS NAME	
PHONE #	_EMAIL
SCOUT'S NAME	GRADE
THINGS OUR FAMILY ENJOYS DOING	
THINGS OUR FAMILY WANTS TO TRY	OR ARE INTERESTED IN

SUMMER CAMP OUR PACK IS PLANNING TO ATTEND

• Every Scout deserves the opportunity to go to camp. List the summer camp and week your pack is planning to attend.

RECRUIT A PACK NEW MEMBER COORDINATOR

POSITION CONCEPT

 As a registered member of your unit committee, lead and promote youth recruitment programs in your pack to achieve annual membership growth, and be the person who takes the lead in inviting new families to join and in working to make new families feel welcome.

REPORTS TO

• Pack Committee Chair

RESPONSIBILITIES

- Develop your membership goal with your Unit Key 3, District Executive, and make plans to achieve it by December 31, 2019.
- Plan, organize, promote, and execute recruitment throughout the year. This includes pack representation at school open houses, ensuring coverage at your local elementary school on the coordinated recruitment event, and continually inviting new members to all pack functions throughout the year.
- Monitor youth retention and develop strategies to improve retention.
- Review recruiting support materials and plans on the council website.
- Recruit other adult leaders/parents and/or youth leaders in the unit to support youth recruiting programs and events. This could include the troop.
- Coordinate with the unit committee to ensure there is a reasonable amount in the annual budget to support recruiting efforts.
- Ensure correct registration fees and pack support fees are collected.
- Ensure that all new registration forms are signed and are brought to district turn-in site with fees.

TIME CONSIDERATIONS

- Attend regular pack and committee meetings as prescribed by the Pack Committee Chair
- Plan and attend pack recruitment events
- Staff recruitment events and planning as needed

Ensure all new families feel invited and welcomed into the pack!

ADOPT-A-SCHOOL PROGRAM

The Adopt-a-School program is a way for packs to build relationships with local schools. Participating packs work with school administrations to offer volunteer services that help serve the school's needs.

By building relationships with local schools, packs can also improve their relationships within the community and build school pride, as well as Scout Pride.

At the end of the first year when the Scouts have completed four required projects, they gain a true sense of membership and accomplishment which always enhances retention.

Here are a few potential project ideas to get you started:

- Grounds beautification
- Building improvements
- Giving tree coordination
- Teacher appreciation
- Helpers during festivals
- Book drive coordination
- Cleaning up after school events
- Literacy program
- Food drive coordination



Visit <u>scouting.org/adopt-a-school</u> for more details

PACK FALL RECRUITING EVENT TIMELINE

By 6 weeks prior to recruiting event

- Contact the chartered partner organization and discuss recruitment plans
- Contact the school principal to discuss recruitment plans
- Recruit Pack New Member Coordinator
- Attend the August District Membership Kickoff
- Set recruitment goals
- Set recruiting event date and timeline at your local elementary school
- Recruit a 5 6 people to help with the recruiting event
- Let your District Executive know the time, location, and date of your recruiting event for digital advertising paid by the National Council

By 4 weeks prior to recruiting event

- Event promotion efforts begin with social media, newspapers, community flyers, etc.
- Recruit 5 station chiefs who are outgoing, knowledgeable, organized, friendly, and responsible
- Coordinate with the District Executive and District Membership Chair

By 2 weeks prior to recruiting event

- Have your pack calendar, fee schedule, leaders list, meeting times/dates/locations prepared.
- Make sure your promotion plan is ready.
 - Flyers ordered, peer to peer cards ready, sign-up sheets, applications
- Digital advertising begins

Night of recruiting event

- Arrive 1 hour early
- Ensure station chiefs have their stations set up
- Collect all applications and fees

Immediately after the recruiting event

- Contact your District Executive and report your success!
- Make arrangements for application and fee pickup

Following the recruiting event

- Follow up with any families that did not sign-up
- Encourage all Scouts to attend Haunted Harvest Fest at Camp Nooteeming for their first event at camp

WAYS TO PROMOTE YOUR RECRUITING EVENT

Families today are overwhelmed with advertising and marketing messages. To ensure families get the message that it's time to sign up, use various methods of communication throughout this playbook and be sure to have a plan. You should start to build the buzz at least six weeks out from your sign-up event(s). Your council or district will help get the word out, but the majority of your success will come from unit marketing.

How much access you have to promote Scouting in your schools will help you decide the best ways to market your sign-up event. Here are some suggestions – but these are just thought-starters. Don't limit yourself. The more ways you reach parents, the more success you'll have.

In-School Promotion

If you have full access to promoting your event at the schools, you can employ any of the following best practices.

- Distribute sign-up event fliers the week before the sign-up event
- Posters and yard signs around school
- School rallies or Scout talks at the school
- Back-to-school open house events, school carnivals, and conferences
- Electronic backpacks
- Invite current youth and parents to attend lunch at school in uniform
- fVideos on in-school video networks
- School newsletter or website
- School marquee signs

Out-of-School Promotion

Here are several ideas for promoting the event outside of the schools. These tactics can be done either in tandem with your in-school promotions or on their own if you are not able to get full access to the schools.

- Ask current members to use social media to let their friends and family know about sign-up event nights
- Personalized invitations, emails, and personal phone calls to prospective parents
- Door hangers and door-to-door invitations
- Recruit-a-friend and other peer-to-peer recruiting initiatives
- Fliers and Scout talks at after-school programs or churches in the community
- Church and community websites, calendars, and bulletins
- Press releases
- Billboards, posters, and yard signs in the community (businesses, churches, etc.)
- Community fairs, parades, and other event

Updating your BeAScout pin is essential for recruiting.

Updating your BeAScout.org pin is simple, and it's a good way to make sure your information is current — that it doesn't list last year's Cubmaster or meeting time, for example. Access to update your pin is available to all unit leaders, including committee members in a unit.

To update your pin:

1. Go to <u>My.Scouting.org</u>

2. In the drop-down menu, go to Legacy Web Tools and select BeAScout.

3. Choose "unit" (rather than council) under "Unit Pin Mode" to update the pin with your contact info.

 Be sure to set pin status to "active." If they want the "Apply Now" button on the pin, set "Apply Status" to "active."

5. Note that it may take a few hours, or up to overnight, for the updated information to show up.

6. For Cub Scout packs: You'll also want to go to Organization Manager and identify your pack's gender: all-boy, all-girl or a mix of all-boy dens and all-girl dens. Under Organization Manager, find the settings tab and scroll to the bottom of the page. The default is Boys Dens, but you can change that. Be sure to enter an effective date or it will not update the pin.



Visit my.scouting.org today and update your pin! More websites to visit for membership resources: hudsonvalleyscouting.org scoutingwire.org/marketing-and-membership-hub/

General Considerations for Social Media Use



Social media must be monitored. A qualified staff member or volunteer should have the responsibility of monitoring social media channels daily, and backup administrators/monitors should be designated so there is no gap in the monitoring.

Integrate your communications. Create a strategy to surround your intended audience with your key message(s) through print, the Web, email, radio, TV, word of mouth, and social media.

Talk to your audiences and let them talk to and about you. By posting content on a consistent schedule, you can tell your story and encourage conversations in the community.

Social media takes a thick skin. Negative conversations are happening already, but now you have a voice in the conversation. Don't delete negative comments unless they violate the terms laid out in the BSA Social Media Digital Contract.

Be prepared to respond to negative or inaccurate posts if response is warranted. Some negative comments do not require a response, while others should be taken seriously and addressed. Factors such as the number of followers and the severity of the conversations should temper if and how you respond.

Direct media inquiries to the appropriate person. Media inquiries coming through social media should be referred to the Scout Executive or a designee for an official response.

Be Scout-like. When disagreeing with others' opinions, remain appropriate and polite. If you find yourself in a situation online that looks as if it's becoming antagonistic, do not get overly defensive and do not disengage from the conversation abruptly. Ask your Scout Executive or the designee for advice on how to disengage from the dialogue in a polite manner that reflects well.

PACK NEW MEMBER COORDINATOR TIMELINE

6 weeks prior to recruiting event

- Have your pack calendar, fee schedule, leaders' list, and meeting times/dates/locations prepared
- Recruit 5 station chiefs for recruiting event
- Provide information to your unit commissioner, district membership chair, and district executive
- Let your District Executive know the time, location, and date of your recruiting event for digital advertising paid by the National Council
- Secure elementary school for your recruiting event

4 weeks prior to recruiting event

- Meet with the 5 station chiefs
- Review responsibilities with each station chief
- Coordinate recruiting event with your district membership chair and district executive
- Ensure all promotional materials are ordered and scheduled for delivery at elementary schools

Night of recruiting event

- Arrive one hour early
- Make sure station chiefs have their stations set up
- Act as a "greeter and floater" during recruiting event
 - Be available to answer questions
 - Play traffic cop direct families to next available station
 - If back-up occurs, use your best judgement
 - Coach station chiefs if they are keeping families at their stations too long process is meant to be completed in 30 minutes or less
- Make sure station 4 (Check out) does not get backed up

After recruiting event concludes

- Help station 4 chief get cubmaster signature on all applications
- Help station 4 chief in separating "local council copy" from applications and record dollar amount for fees and form of payment on each application
- Gather recruiting event materials
- Make sure room is left better than you found it
- Contact the district membership chair and district executive immediately following the recruiting event to report your success and make arrangement for pickup of applications/fees
- Make sure EVERY FAMILY receives a welcoming phone call from their den leaders, Cubmaster, committee chair, or you the new member coordinator
- Remind parents of new Scouts of upcoming council-wide activities (Haunted Harvest Fest)

RECRUITING EVENT: ROUND ROBIN

There are key individuals that play an important role in the success of your recruitment event.

- New Member Coordinator
- 5 Station Chiefs responsible for explaining how Cub Scouting works and collecting applications

Station 1: Welcome/Sign In

Station 2: What We Do

Station 3: Registration Form

Station 4: Check Out (complete applications)

Station 5: Den Leader Q&A

INFORMATION STATION 1 SIGN IN HERE

Station Chief Briefing:

- Make sure the Station 1 "SIGN IN HERE" sign is visible
- Have sign-in sheets and pens displayed
- Maintain or use council sign-in sheets
- Greet every family that comes in
- Ask each family to sign in and collect their information
- Tell each family there are 5 stations they will need to visit to complete the sign-up process and it will take 20 30 minutes
- Direct them to Station 2

- Station Sign
- Welcome Sign
- Sign-in sheet & pens

INFORMATION STATION 2 WHAT WE DO

Station Chief Briefing:

You are the Station Chief for Station 2. That means you are outgoing, friendly, and know about the activities the pack has planned for the year. Here are your tasks:

- Make sure the Station 2 sign is visible
- Provide everyone with the Pack Calendar!!
- Have copies of other event flyers available, including Council events like Haunted Harvest Fest
- Provide each family with info on when and where the pack meets
- Inform families that we would like them to attend as many functions as possible, but they are not required to make every event and meeting.
- Direct them to Station 3

- o Station Sign
- o Pack Calendar
- o Event Flyers
- Handout of when and where the pack meets. Includes meeting times, locations along with pack and den leader contact information
- If available have on hand a list of other local packs, their meeting times and contact information to work around scheduling conflicts

INFORMATION STATION 3 REGISTRATION FORMS

Station Chief Briefing:

You are the Station Chief for Station 3. That means you are outgoing, friendly, and you want to see every youth join Cub Scouts! Here's what you need to do:

- Make sure the Station 3 sign is visible
- Have BSA youth application forms ready to be completed
- Pens on hand
- Have handouts ready detailing the fees for Scouting
- Be prepared to answer questions about pack fees and/or financial assistance
- Have the Scout Shop Guide to the Uniform

- Station sign
- BSA youth applications
- o Pens
- o Fees handout
- Scout Shop Guide to the Uniform Handout

INFORMATION STATION 4 CHECK OUT

Station Chief Briefing:

You are the Station Chief for Information Station 4. You are friendly, outgoing, detailed oriented, and organized. Here's what you need to do:

- Make sure the applications are properly completed, no information is missing including: parent/guardian signature, date of birth, grade
- Collect the proper amount for BSA Membership Fee and note the amount/form of payment on each form.
- Be prepared to answer questions about BSA/pack fee payments
- Direct them to Station 5
- Assist new member coordinator with forms and payments at the end of the event. These are to be collected, signed by the Cubmaster, the local council copy separated and put in the envelope along with the BSA registration fees collected.

- o Station Sign
- o Calculator
- Envelopes for applications/fees

INFORMATION STATION 5 DEN LEADERS AND Q&A

Station Chief Briefing:

You are the Station Chief for Station 5. Your goal is to be there to answer the questions which are not addressed throughout the event.

- Recruit as many Den Leaders and Assistant Den Leaders to talk about their dens, program, and activities.
- Answer questions about the type of activities their child will be doing
- Share positive experiences you have had with your Scout through the Scouting program

- Station Sign
- Suggested picture board of fun pack activities

AFTER THE RECRUITING EVENT

- Turn in the applications and money. The pack committee should review and complete applications after the recruiting event. Applications, registration fees, and one copy of the attendance roster are to be turned into the District Executive within 2 days of your event.
- Welcome your new families and members. Don't wait! Be sure to invite all families to first night den and pack events. These meetings are a chance to make a great first impression, have fun, and involve new parents. Den leaders should make welcome phone calls to the parents of the new Cub Scouts and communicate meeting dates, location, and any other relevant information.
- Follow up with those families who do not sign up. This is where the sign-in sheet comes in handy. Check your applications against the sign-in sheet and call those families who did not join. Address any concerns the family may have and invite them to the next pack/den event.

SUMMARY

- Recruit a new member coordinator
- Build a membership team
- Attend your District Membership Kickoff in August
- Set recruitment goals
- Have a plan
- Turn in your recruitment event information to your District Executive for free digital advertising from the National Council
- Utilize all recruiting methods
- Welcome new families

APPENDIX



PRINCIPAL EMAIL TEMPLATE

Dear Principal ______,

My name is ______. I am a parent in ______ School District and an active volunteer with the Boy Scouts of America. Our Cub Scout Pack _____ would like to recruit at your school open house on _____. We'd like to set up a table with information about our Cub Scout Pack at the event.

As you know, a vibrant Scouting program teaches the ethics embodied in the Scout Oath and Law, leadership skills, and an appreciation of nature. Cub Scout Packs and Scouts BSA Troops perform many service projects benefitting community schools including trash pickups, supervised facility improvements, and Eagle Scout Projects. We appreciate your support and want to improve _________ school through ongoing service projects and other help you might identify. We welcome your ideas and suggestions.

I've also attached a checklist that outlines many options for recruiting that may or may not be allowed at the school. We'd appreciate if you could fill it out and return it at your convenience.

Again, thank you for your support. We seek to form a strong bond between Scouting and the school.

Yours in Scouting,

Parent in ______ School District & Boy Scouts of America Volunteer

Methods for Distributing Invitations to Join Scouting

The Hudson Valley Council of the BSA desires to work in close cooperation with Elementary and Middle School administration for the benefit of our community youth, families and the schools that serve them. A vibrant Scouting program teaches the ethics embodied in the Scout Oath and Law, Leadership skills, and an appreciation for Nature. Cub Scout Packs and Scouts BSA Troops perform many service projects benefitting community schools including trash pickups, facilities improvements, and Eagle Scout Projects. We'd like to understand what membership invitation distribution methods are approved for your school. Thank you in advance for your time and support of Scouting.

School Name: _____

Filled Out By: _____

Phone:	E-mail:	

Please check those distribution methods which are permitted at your school.

Drop off flyers at school – stuff teachers boxes	Include in school resource directory Include in school website
Hand out in person in the classroom	Include in school's official calendar
Hand out in person in lunchroom	Put posters in school buildings
Hand out in person on the playground	Put signs in school lawn
Hand out in person at end-of-day assembly	Put an ad in Nextdoor: the social network
Make announcement over PA system	for your neighborhood
Principal endorse Scouting	Obtain list of students for personalized phone calls
Hand out in person before school as students enter building	Obtain list/labels of students for special mailing
Hand out in person before school at breakfast	BSA reimburse school district for postage for special mailer
Hand out in person after school between door and bus/parent	Attend school open house/curriculum nights
Hand out in person after school to parents waiting to pick-up child	Guest speaker at school enrichment presentation
Utilize school's marquee	Attend school registration
Put ad/article in school / PTA newsletter	Cub Scouts distribute (personalized)

Pack_____

Parent Information

Parent's Name	
Parent of:	Grade(s)
Address	
City State	Zip
Preferred Phone	Alternate Phone
Email Address	
<i>Cub Scouting is for <u>parents</u> as well as <u>youth</u>. W help according to their abilities. The information committee determine ways you can help.</i>	e have a great group of parents who n you share will help the pack
My job or profession:	
My hobbies:	
My Scouting experience:	
\Box I am available to help with my son's den meetin	gs.
\Box I am available to help with pack meetings and e	vents.
$\hfill\square$ I am available to serve on the pack committee.	
□ I am available to help on these days of the wee	k: M Tu W Th F Sat Sun
$\hfill\square$ I am available to help during these times of the	day: Mornings Afternoons Evenings
Check the items below that you enjoy doing,	have knowledge of, or have access to:
General Activities I have a van or truck I enjoy wood working / carpentry I have power tools I have camping gear I enjoy cooking / baking I enjoy craft projects I enjoy writing I can maintain web sites I have a Facebook account I enjoy water activities I have first aid training	 I can make contacts for special trips and activities My workplace would be great field trip I have access to camping property I can lead songs I enjoy sewing
Continued on	nevelse

- □ Bird identification
- □ Gardening
- □ Hiking
- □ Team games / sports
- □ Healthy eating / living
- Leave No Trace
- D Plant & tree identification
- □ Singing
- Magic tricks
- □ Sign language
- □ Science projects
- □ Service project ideas
- □ Genealogy
- □ Boating safety
- □ Bicycle safety
- □ Astronomy

Wolf Activities (for 2nd Graders)

- □ Knot tying
- □ Animal identification
- □ Bird identification
- □ Weather safety
- □ Emergency preparedness
- □ Singing
- □ Leave No Trace
- □ Fire safety
- □ Flag etiquette
- □ Military experience
- □ Law enforcement experience
- □ Fire Fighting experience
- □ Recycling
- □ Sign language
- □ Hiking
- □ Map symbols
- □ Coin collecting
- □ Stamp collecting
- □ Science projects
- □ Musical instruments
- Disability awareness
- Dinosaurs / paleontology
- Compass usage
- □ Gardening
- □ Model building
- □ Team games / sports
- Healthy eating / living

Bear Activities (for 3rd Graders)

Pack

- □ Knife safety
- □ Wood carving
- □ Singing
- □ Cooking (outdoors)
- □ Knot tying
- □ Animal identification
- □ Bird identification
- □ Plant & tree identification
- □ Gardening
- □ Team games / sports
- □ Local history
- □ Law enforcement experience
- Energy conservation
- □ Wood working
- □ Fishing
- □ Native American history
- □ Order of the Arrow knowledge
- Pet care
- □ Science projects
- □ Marble games
- □ Robotics
- □ Boating safety

Webelos Activities (for 4th & 5th Graders)

- □ Fire building
- □ Cooking (outdoors)
- First aid
- □ Emergency preparedness
- □ Personal fitness
- □ Hiking
- □ Animal identification
- □ Bird identification
- □ Plant & tree identification
- □ Flag etiquette & history
- □ Energy conservation
- □ Recycling
- □ Weather safety
- □ Knot tying
- □ Geocaching
- □ Knife safety
- □ Science projects
- □ Water safety
- □ Swimming
- □ Art projects
- □ Photography
- Disability awareness
- □ Wood working
- □ Wilderness survival
- □ Geology
- □ Engineering
- □ Home repairs
- □ Musical instruments
- □ Team games / sports

DISTRICT:											Jon	Youth First Name
											Scout	Youth Last Name
UNIT:											М	Gender
											~	Grade
SCHOOL:											Kendall	Parent First Name
											Scout	Parent Last Name
OPEN HO	FOR OFFICE USE										Scout@scout.com	Email
OPEN HOUSE DATE:											845-566-7300	<u>Cell Phone</u>
Data Entry Date:											6 Jeanne Drive	Address
Initials:											Newburgh	City
											12550	Zip Code

Join Scouting Interest Form **Please fill out ALL information clearly**





Youth in Kindergarden or 5 years Old

Welcome to the Boy Scouts of America! Lion Scouts is the beginning of what we hope will become a lasting relationship between your Scout and the Boy Scouts of America.

The Lion Cub program is designed to meet the needs of the youngest members of the BSA. Your Scout will be greatly helped by your enthusiastic participation in the many adult-child activities that are the core of the Lion Cub program.

This form is designed to give you a closer glimpse into the Lion Cub Scout program and handbook. For more information, visit www.cubscouts.org.

Your Scout is a Member of a Lion Den...

- The Lion den is made up of no more than eight boys or girls who are in kindergarten or 5 years old.
- The den meets one to three times a month. One of the den meetings each month is a fun and educational field trip.
- · A parent or guardian must accompany their Lion to all meetings.
- The Lion den has an adult guide, called a Lion Guide, to help other parents with planning and den activities.



repared. For Life."



Your Scout is a Member of a Cub Scout Pack...

- A pack consists of several dens with boys and girls from different age groups. Dens meet together once a month for a pack meeting.
- The Cubmaster leads the monthly pack meeting, but each den will have a part in the pack meeting.
- Some months, the pack meeting will have special themes such as Pinewood Derby, Blue & Gold Banquet or guest speakers. Other months may be devoted to recognizing the Scouts for the projects they have completed by the presentation of belt loops and activity pins or rank advancements.

Lion Cub Uniform

- Blue Lion T-shirt
- Optional Hat
- Uniforms can be purchased at the Hudson Valley Scout Shop, located in the same building as the Hudson Valley Council. 6 Jeanne Drive, Newburgh, NY 12550



LION ADVANCEMENT

In Scouting, advancement is the process by which a member meets certain requirements and earns recognition. Boys and girls in Cub Scouting work on advancements with their families and at den meetings.

Lion Cub Scouts Complete Adventures

To advance, Lions complete Lion Adventures. As these are completed, they are awarded stickers to mark their progress.

- · Lion's Honor
- Fun on the Run!
- Animal Kingdom
- Mountain Lion
- · King of the Jungle

Once a Scout completes the requirements for the five adventures, they will be eligible to receive their Lion badge, signifying that they have earned the Lion rank and can move on to completing more adventures.

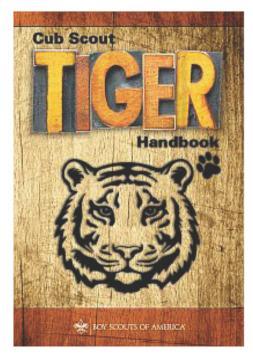




Lion Cub Scouts Work on Elective Adventures...

After your Scout has earned the Lion badge, they can earn more stickers by completing elective adventures outlined in their adventure book. The wide variety of adventures help broaden a Scout's horizons and reinforce the aims of Scouting. Electives provide advancement opportunities and recognition for your Scout until they are eligible to begin work on the Tiger rank (boys and girls in first grade or 7 years old).

- · I'll Do It Myself
- Pick My Path
- · Gizmos and Gadgets
- On Your Mark
- Build It Up, Knock it Down





Boys and Girls in First Grade or 7 Years Old

Welcome to the Boy Scouts of Americal Tiger Cubs is the beginning of what we hope will become a lasting relationship between your Scout and the Boy Scouts of America.

The Tiger Cub Scout program is designed to meet the needs of the youngest members of the BSA. Your Scout will be greatly helped by your enthusiastic participation in the many adult-child activities that are the core of the Tiger Cub Scout program.

This form is designed to give you a closer glimpse into the Tiger Cub Scout program and handbook. For more information, visit www.cubscouts.org.

Your Scout is a Member of a Tiger Cub Den...

- The Tiger den is made up of no more than eight boys or girls who are in the first grade or seven years old.
- The den meets two to three times a month. One of the den meetings each month is a fun and educational field trip.
- · Parents or guardians must accompany their Tiger to all meetings.
- The Tiger den has a den leader, but the den leader shares the planning of the den meetings with the parents or guardians.





Your Scout is a Member of a Cub Scout Pack...

- A pack consists of several dens with boys and girls from the different age groups. The dens meet together once a month for a pack meeting.
- The Cubmaster leads the monthly pack meeting, but each den will have a part in the pack meeting.
- Some months, the pack meeting will have special themes such as Pinewood Derby, Blue & Gold Banquet or guest speakers. Other months may be devoted to recognizing the Scouts for the projects they have completed by the presentation of belt loops and activity pins or rank advancements.

Tiger Cub Uniform

- Blue Cub Scout Uniform
- · Orange Tiger Cub neckerchief
- Uniforms can be purchased at the Hudson Valley Scout Shop, located in the same building as the Hudson Valley Council. 6 Jeanne Drive, Newburgh, NY 12550



TIGER ADVANCEMENT

In Scouting, advancement is the process by which a member meets certain requirements and earn recognition. Boys and girls in Cub Scouts work on advancement with their families and at den meetings. To advance, Tigers work on the Bobcat badge, and then complete Cub Scout Adventures. As these are completed, they are awarded belt loops to mark their progress.

Cub Scouts Must First Earn the Bobcat Badge...

The first step of Cub Scout advancement is for a boy or girl to earn his Bobcat badge before they complete any requirements for adventures.

- 1. Learn and say the Scout Oath, with help if needed.
- 2. Learn and say the Scout Law, with help if needed.
- 3. Show the Cub Scout sign. Tell what it means.
- 4. Show the Cub Scout handshake. Tell what it means.
- 5. Say the Cub Scout motto.

6. With a parent or guardian, complete the exercises in the pamphlet *How to Protect Your Child from Child Abuse: A Parent's Guide - Bobcat Requirements*.

Tigers Complete Adventures...

Once a Scout has completed the Bobcat badge, they work on completing seven adventures.

- · Backyard Jungle
- Games Tigers Play
- My Family's Duty to God
- Team Tiger
- Tiger Bites
- · Tigers in the Wild
- One other adventure of your choice (from the list of electives)

Once a Scouts completes the requirements for the seven adventures, they will be eligible to receive the Tiger badge, signifying that they have earned the Tiger rank and can move on to completing more adventures.

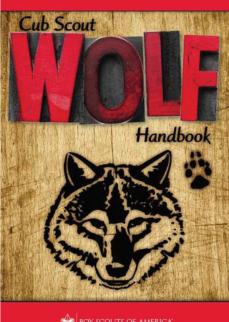


Tiger Cubs Work on Elective Adventures...

After your Scout has earned the Tiger badge, they can earn more belt loops by completing elective adventures outlined in the handbook. The wide variety of adventures help broaden a Scout's horizons and reinforce the aims of Scouting. Electives provide advancement opportunities and recognition for your Scout until they are eligible to begin working on the Wolf rank (boys and girls in second grade or 8 years old).

- Curiosity, Intrigue, and Magical Mysteries
- Earning Your Stripes
- Family Stories
- Floats and Boats
- Good Knights
- Rolling Tigers
- · Sky is the Limit
- · Stories in the Shapes
- Tiger-iffic!
- Tiger: Safe and Smart
- Tiger Tag
- Tiger Tales
- Tiger Theater





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Wolf

Boys and Girls in 2nd Grade or 8 Years Old

Welcome to the Boy Scouts of America! Wolf Cub Scouts is the beginning of what we hope will become a lasting relationship between your Scout and the Boy Scouts of America.

The Wolf Cub Scout program is designed to involve your Scout in a group of kids his or her own age where they can earn status and recognition. There your Scout will also gain a sense of personal achievement from the new skills learned.

This form is designed to give you a closer glimpse into the Wolf Cub Scout program and handbook. For more information, visit www.cubscouts.org

Your Scout is a Member of a Wolf Den...

- The Wolf den is made up of no more than eight boys or girls who are in the second grade or eight years old.
- The den meets two to three times a month. One of the den meetings each month should be a fun and educational field trip.
- Parents or guardians of the Wolf Cub Scouts are encouraged to attend meetings and assist the den leader.
- The Wolf den has a den leader and an assistant den leader.





Your Scout is a Member of a Cub Scout Pack...

- A pack consists of several dens with boys and girls from the different age groups. The dens meet together once a month for a pack meeting.
- The Cubmaster leads the monthly pack meeting, but each den will have a part in the pack meeting.
- Some months, the pack meeting will have special themes such as Pinewood Derby, Blue & Gold Banquet or guest speakers. Other months may be devoted to recognizing the Scouts for the projects they have completed by the presentation of belt loops and activity pins or rank advancements.

Wolf Cub Scout Uniform

- · Blue Cub Scout Uniform
- · Yellow Wolf neckerchief
- Uniforms can be purchased at the Hudson Valley Scout Shop, located in the same building as the Hudson Valley Council. 6 Jeanne Drive, Newburgh, NY 12550



WOLF ADVANCEMENT

In Scouting, advancement is the process by which a member meets certain requirements and earns recognition. Boys and girls in Cub Scouting work on advancement with their families. To advance, Wolf Cub Scouts work on adventures at their own pace. As these are completed, they are awarded recognition items to mark their progress.

Cub Scouts Must First Earn the Bobcat Badge...

The first step of Cub Scout advancement is for a Scout to earn the Bobcat badge before any requirements for adventures.

- 1. Learn and say the Scout Oath, with help if needed.
- 2. Learn and say the Scout Law, with help if needed.
- 3. Show the Cub Scout sign. Tell what it means.
- 5. Show the Cub Scout handshake. Tell what it means.
- 6. Say the Cub Scout motto.

7. With a parent or guardian, complete the exercises in the pamphlet *How to Protect Your Child from Child Abuse: A Parent's Guide - Bobcat Requirements*.

Wolf Cub Scouts Complete Adventures...

Once a Scout has completed the Bobcat badge, they will work on completing seven adventures.

- · Call of the Wild
- Council Fire
- · Duty to God Footsteps
- Howling at the Moon
- · Paws on the Path
- · Running with the Pack
- One other adventure of your choice (from the list of electives)

Once your Scout completes the requirements for the seven adventures, they will receive their Wolf badge, signifying that they have earned the Wolf rank and can move on to completing more elective adventures.

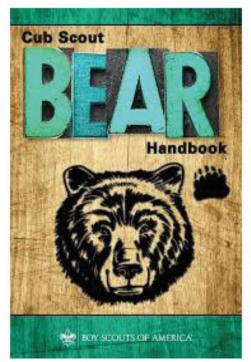


Wolf Cub Scouts Complete Elective Adventures...

After your Scout has earned the Wolf badge, they can earn more belt loops by completing elective adventures outlined in the handbook. The wide variety of electives help broaden a child's horizons and reinforce the aims of Scouting. Electives provide advancement opportunities and recognition for your Scout until they are eligible to begin working on the Bear rank (boys and girls in third grade or 9 years old).

- · Adventures in Coins
- Air of the Wolf
- · Code of the Wolf
- · Collections and Hobbies
- Cub Who Care
- · Digging in the Past
- Finding Your Way
- Germs Alive!
- · Grow Something
- Hometown Heroes
- Motor Away
- Paws of Skill
- · Spirit of the Water







Boys and Girls in 3rd Grade or 9 Years Old

Welcome to the Boy Scouts of America! Bear Cub Scouts is the beginning of what we hope will become a lasting relationship between your Scout and the Boy Scouts of America.

The Bear Cub Scout program is designed to involve your Scout in a group of boys and girls their own age where they can earn status and recognition. There, your Scout will also gain a sense of personal achievement from the new skills they learn.

This form is designed to give you a closer glimpse into the Bear Cub Scout program and handbook. For more information, visit www.cubscouts.org.

Your Soout is a Member of a Bear Den...

- The Bearden is made up of no more than eight boys or girls who are in the third grade or nine years old.
- The den meets two to three times a month. One of the den meetings each month should be a fun and educational field trip.
- A parent or guardian of the Bear Cub Scouts is encouraged to attend meetings and assist the den leader.
- The Bearden has a den leader and an assistant den leader.





Your Soout is a Member of a Cub Soout Paok...

- A pack consists of several dens with boys and girls from the different age groups. The dens meet together once a month for a pack meeting.
- The Cubmaster leads the monthly pack meeting, but each den will have a part in the pack meeting.
- Some months, the pack meeting will have special themes such as Pinewood Derby, Blue & Gold Banquet or guest speakers. Other months may be devoted to recognizing the Scouts for the projects they have completed by the presentation of belt loops and activity pins or rank advancements.

Bear Cub Soout Uniform

- Blue Cub Scout Uniform
- Blue Bear neckerchief
- Uniforms can be purchased at the Hudson Valley Scout Shop, located in the same building as the Hudson Valley Council. 6 Jeanne Drive, Newburgh, NY 12550



BEAR Advancement

In Scouting, advancement is the process by which a member meets certain requirements and earns recognition. Boys and girls in Cub Scouting work on advancement with their families. To advance, Bear Cub Scouts work on adventures at their own pace. As these are completed, they are awarded recognition items to mark their progress.

Cub Scouts Must Complete the Bobcat Badge...

The first step of Cub Scout advancement is for a Scout to earn the Bobcat badge before they complete any requirements for adventures.

- 1. Learn and say the Scout Oath, with help if needed.
- 2. Learn and say the Scout Law, with help if needed.
- 3. Show the Cub Scout sign. Tell what it means.
- 5. Show the Cub Scout handshake. Tell what it means.
- 6. Say the Cub Scout motto.

7. With a parent or guardian, complete the exercises in the pamphlet *How to Protect Your Child from Child Abuse: A Parent's Guide - Bobcat Requirements*.

Bear Cub Scouts Complete Adventures...

Once a Scout has completed the Bobcat badge, they will work on completing seven adventures.

- Bear Claws
- Bear Necessities
- Fellowship and Duty to God
- · Fur, Feathers, and Ferns
- Grin and Bear It
- Paws for Action
- One other adventures of your choice (from the list of electives)

Once your Scout completes the requirements for the seven adventures, they will be eligible to receive the Bear badge, signifying that they have earned the Bear rank and can move on to completing more elective adventures.

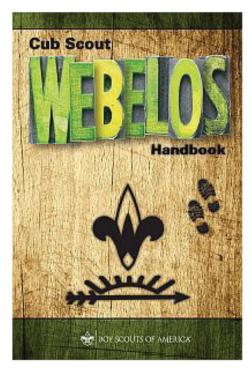


Bear Cub Scouts Complete Elective Adventures...

After your Scout has earned the Bear badge, they can earn more belt loops by completing elective adventures outlined in the handbook. The wide variety of electives help broaden a Scout's horizons and reinforce the aims of Scouting. Electives provide advancement opportunities and recognition for your Scout until they are eligible to begin working on the Webelos rank (boys and girls in fourth or fifth grade or 10 years old).

- · Baloo the Builder
- · A Bear Goes Fishing
- Bear Picnic Basket
- · Beat of the Drum
- Critter Care
- · Forensics
- · Make It Move
- Marble Madness
- Roaring Laughter
- Robotics
- Salmon Run
- Super Science
- · A World of Sound







Boys and Girls in 4th & 5th Grade or 10 Years Old

Welcome to the Boy Scouts of America! Webelos is the beginning of what we hope will become a lasting relationship between your Scout and the Boy Scouts of America. Webelos comes from "WE'll BE LOyal Scouts."

The Webelos program is designed to involve your Scout in a group of boys or girls their own age where they can earn status and recognition. It will also provide your Scout with a variety of new experiences that will help them assume responsibilities and gain maturity, knowledge and skills. This is a transitional program that shifts the emphasis from home-centered Cub Scout activities to group-centered activities found in Scout Troops.

This form is designed to give you a closer glimpse into the Webelos program and handbook. For more information, visit www.cubscouts.org.

Your Scout is a Member of a Webelos Den...

- The Webelos den is made up of no more than eight boys or girls who are in the fourth or fifth grade or ten years old. If there are enough Scouts, they are often divided into a fourth grade Webelos den and a fifth grade Webelos den.
- The den meets two to three times a month. One of the den meetings each month should be a field trip, visit to a Scout troop or an overnight campout.
- WESTELOS
- A parent or guardian of the Webelos are encouraged to attend meetings and assist the den leader.
- The Webelos den has a den leader and an assistant den leader.



Your Scout is a Member of a Cub Scout Pack...

- A pack consists of several dens with boys and girls from the different age groups. The dens meet together once a month for a pack meeting.
- The Cubmaster leads the monthly pack meeting, but each den will have a part in the pack meeting.
- Some months, the pack meeting will have special themes such as Pinewood Derby, Blue & Gold Banquetor guest speakers. Other months may be devoted to recognizing the Scouts for the projects they have completed by the presentation of belt loops and activity pins or rank advancements.

Webelos Uniform

- Blue or Tan Cub Scout Uniform
- Red & Green Checkered Webelos neckerchief
- Uniforms can be purchased at the Hudson Valley Scout Shop, located in the same building as the Hudson Valley Council. 6 Jeanne Drive, Newburgh, NY 12550



WEBELOS ADVANCEMENT

In Scouting, advancement is the process by which a member meets certain requirements and earns recognition. Much of your Scout's activities as a Webelos will take place through activities centered around adventures focusing on a different subject in the areas of physical skills, mental skills, community, technology and the outdoors. Your Scout will earn the Webelos badge and the Arrow of Light award, both having its own set of requirements.

Cub Scouts Must Complete the Bobcat Badge...

The first step of Cub Scout advancement is for the Scout to earn their Bobcat badge before they complete any requirements for adventures.

- 1. Learn and say the Scout Oath, with help if needed.
- 2. Learn and say the Scout Law, with help if needed.
- 3. Show the Cub Scout sign. Tell what it means.
- 4. Show the Cub Scout handshake. Tell what it means.
- 5. Say the Cub Scout motto.

6. With a parent or guardian, complete the exercises in the pamphlet *How to Protect Your Child from Child Abuse: A Parent's Guide - Bobcat Requirements.*

Your Scout Will Work on the Webelos Badge...

Once a Scout has completed the Bobcat badge, they will work on completing the requirements for earning the Webelos badge.

1. Be an active member of your Webelos den for three months.

2. Complete each of the following Webelos required adventures with your den or family:

- a. Cast Iron Chef
- b. Duty to God and You
- c. First Responder
- d. Stronger, Faster Higher
- e. Webelos Walkabout

3. Complete two Webelos elective adventures (from the list in the handbook).

4. With your parent or guardian, complete the exercises in the pamphlet *How to Protect Your Child From Child Abuse: A Parent's Guide* and earn the Cyber Chip award for your age.



Webelos Earn the Arrow of Light Award...

After earning the Webelos badge, Scouts can continue completing adventures and earn the Arrow of Light Award.

1. Be an active member of your Webelos den for at least six months since completing the fourth grade or for at least six months since becoming 10 years old.

2. Complete each of the following Arrow of Light required adventures with your den or family:

- a. Building a Better World
- b. Camper
- c. Duty to God in Action
- d. Scouting Adventure

3. Complete three Webelos elective adventures (from the list in the handbook).

4. With your parent or guardian, complete the exercises in the pamphlet *How to Protect Your Children From Child Abuse: A Parent's Guide* and earn the Cyber Chip award for your age.



NOTES
