

## **July 2024 – June 2025 Term**

I understand that, by signing the form below and if elected, I am committing to the following:

- Attending the following events:
  - January Indian Winter
  - January LEC
  - February LEC
  - March LEC
  - April LEC
  - April Section Conclave
  - March Allogagan Ordeal
  - June Vigil Reunion
  - July/August LLD
  - August Pilgrimage Ordeal
  - August Council of Chiefs
  - September Banquet
  - October LEC
  - December Fall Fellowship
- Supporting lodge program by attending as many as I can
  - Conclave Workdays
  - March Beaver Day
  - September Merit Badge Day
  - October Workhorse Day
  - Summer camp staff
  - District camporees/callouts

Fulfilling the duties of my office as proscribed in the Lodge Operations Guide to the best of my ability. (These responsibilities are included on page two of this letter)

Communicating often and promptly with the Lodge Adviser and/or Associate Lodge Advisers.

I understand that failure to complete my responsibilities may result in my removal from office.

I acknowledge that I have read and understand the duties of this office and that I will be under the age of 21 for this entire term of office.

If nominated and elected, I hereby pledge to serve Alibamu Lodge 179 in the elected capacity faithfully, discharging all duties expected of me to the fullest. I also pledge to continue support of my troop or crew during my tenure as a lodge officer.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent Signature

### Lodge Chief

- Adheres to the program and policies of the lodge. He must be familiar with the Lodge Rules and
- Lodge Operating Procedures.
- Works closely with the Lodge Adviser, seeking advice and training.
- Appoints chairmen of the lodge operating committees.
- Assigns lodge members to operating committees.
- Appoints the Vigil Committee Chairman.
- Attends lodge Key 3 meetings.
- Attends all Lodge Executive Committee meetings.
- Communicates with lodge officers and committee chairmen.
- Presides over all meetings of the Lodge Executive Committee.
- Delegates responsibilities to lodge officers and committee chairmen when not present at an event.
- Is responsible for the conclave, Fall Fellowship, the HAM Murray award, the Hugh Mauldin award, and the Founder's Award.
- Is responsible for assisting with the lodge banquet.
- Promotes the correct wearing of the Scout uniform.
- Sets the example at all times.

### Lodge Vice Chief

- Organizes, plans, and runs the Allogagan and Pilgrimage.
- Coordinates Troop/Team elections.
- Promotes the correct wearing of the Scout uniform.
- Sets the example at all times.
- Other duties as assigned.

### Lodge Secretary

- Takes minutes at all meetings of the lodge.
- Reports previous lodge meeting minutes at lodge meetings.
- Keeps up with the list of dues paid members.
- Keeps computer holder informed of dues payments.
- Is the publications chairman and responsible for 5 issues of the Arrowman Echoes.
- Updates computer at Ordeals and Brotherhood ceremonies
- Is responsible for the OA Troop Representative program
- Promotes the correct wearing of the Scout uniform.
- Sets the example at all times.
- Other duties as assigned.

### Lodge Treasurer

- Keeps track of lodge finances - regular account and special accounts.
- Maintains the lodge trading post, supplies, patches, etc.
- Supervises registration at lodge functions.
- Receives lodge dues and forwards list of names to the Lodge Secretary.
- Responsible for planning and executing OA night at summer camp.
- Is the fall fellowship chairman and responsible for planning a successful weekend.
- Promotes the correct wearing of the Scout uniform.
- Sets the example at all times.
- Other duties as assigned.