

JOB DESCRIPTION: The historian collects and preserves troop photographs, news stories, trophies, flags, scrapbooks, awards, and other memorabilia and makes materials available for Scouting activities, the media, and troop history projects.

INTRODUCTION: Upon accepting the position of Troop Historian, you have agreed to provide a **service** to our Troop. This responsibility should be fun and rewarding. This job description will provide you with some of the things for which you are responsible while serving this position. The Troop Historian is appointed by the Senior Patrol Leader with the approval of the Scoutmaster. If you have any questions, difficulties or suggestions, bring them to the attention of an adult leader.

RESPONSIBLE TO: Assistant Senior Patrol Leader

PREREQUISITES:

- None

GENERAL DUTIES:

- Maintain the historical information of Troop activities.
- Using the Troop camera, take pictures of Troop activities and place them in order in the Troop photo albums.
- Set a positive example for all other Scouts by following the Scout Oath, Law, Motto, and proudly wearing the correct uniform to all meetings and activities.

SPECIFIC DUTIES:

- Gather pictures and facts about present and past activities of the Troop and keep them in scrapbooks, wall displays, photo albums, or information files.
- Be responsible for maintaining and bringing the Troop camera on Troop outings (fund-raisers, campouts, courts of honor, etc.) and Troop special events.
- You are the Troop photographer.

AT THE END OF YOUR TENURE IN THIS POSITION:

- Make sure you read the *Lessons Learned Feedback Sheet* contained in this book and provide the Scoutmaster any comments you may have at least 2 weeks before the new elections.
- Plan to spend some time during the next Troop meeting with the Scout who was appointed to replace you. We want you to review with him what you did during your tenure and what worked, didn't work, and could have been done better. Give him a good turnover to make sure there's a smooth transfer of duties from you to him.



To help you better understand your role within the Troop, here is the Organizational Chart that defines the relationships of all the leadership positions:

