

# Chapter Leadership Summit

*Southern Region Section 7B*

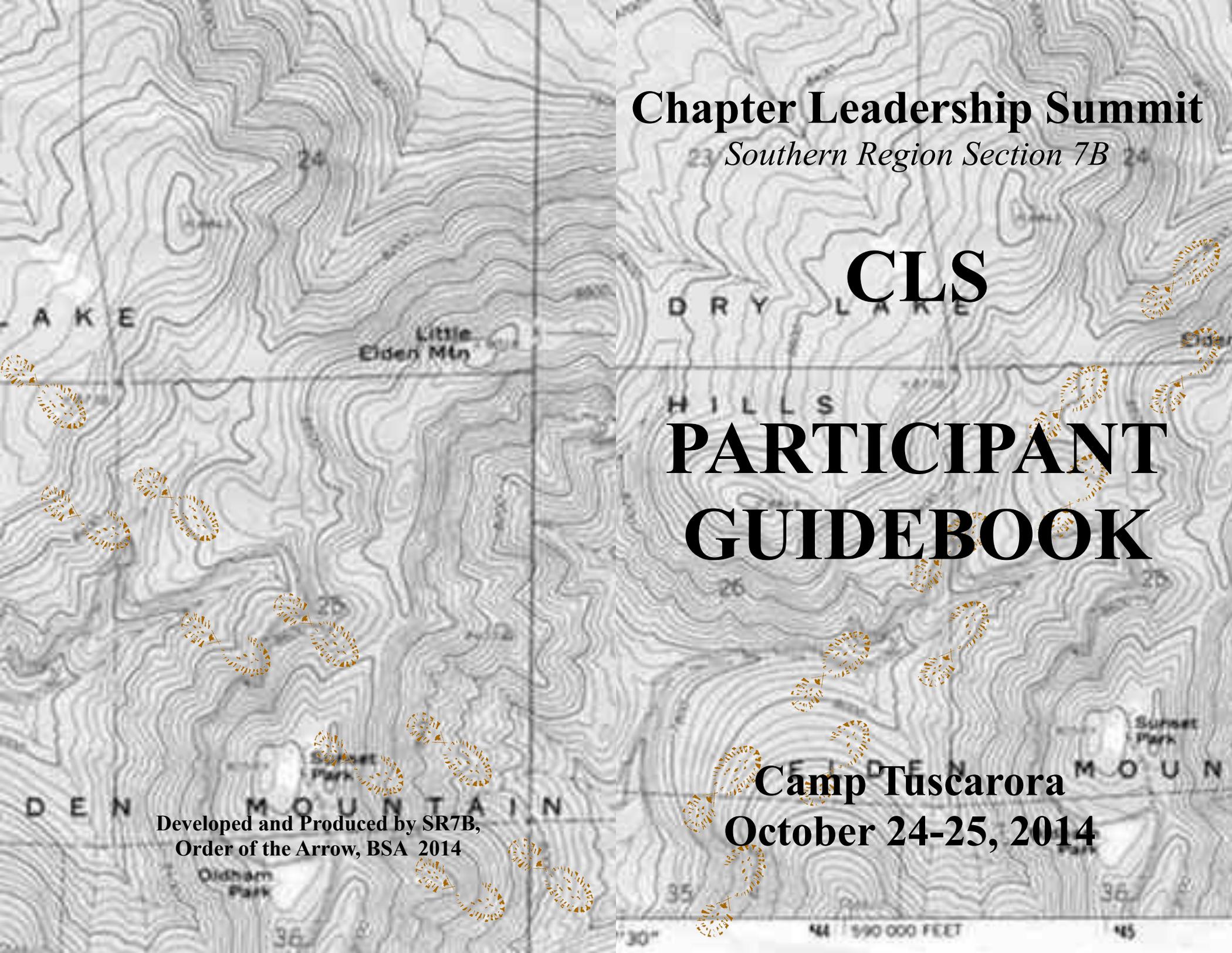
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# PARTICIPANT GUIDEBOOK

**Camp Tuscarora**

**October 24-25, 2014**

Developed and Produced by SR7B,  
Order of the Arrow, BSA 2014



# NOTES



**This Booklet belongs to:**

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**Name**

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**Lodge**

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**Chapter**

# **BRIGHT IDEAS**

# **MY TO DO LIST**

# **WELCOME**

SR-7B Leadership,

Welcome to the Chapter Leadership and Trainer Development Summit! I commend each of you for taking this opportunity to grow in your leadership abilities, and in doing so, enhance your individual chapters. The training team has worked exceptionally hard to provide you with a 1<sup>st</sup> class experience. This weekend is about gaining a better understanding of how to conquer the challenges you face, both personally and within your chapter.

The Section leadership as a whole is committed to helping you build and run the most successful chapter possible. To do this, however, we need your help! While you are here this weekend, I encourage each of you to open yourselves to new ideas, and different methods of doing things. I also encourage you to share with your fellow brothers from different areas, the things that work best for you within your chapter. Through this sharing of ideas we can build more successful chapters across the section.

As you complete this weekend, and return home, I challenge you to put into practice the things you have learned. Use the tools you have been given to make your chapter, the best it can be.

Thank you for giving some of your time in the effort to create a stronger SR-7B chapter base. It is through stronger chapters that we will be better suited to serve the OA's purpose of cheerful service and leadership development. I look forward to seeing each of you at the 2015 Cardinal Conclave. We will have a leadership luncheon at this event and we can revisit as chapter leaders at that time.

In Service,  
Kenneth Erickson  
Chapter Leadership & Trainer Development Summit Chairman



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### OUR CHAPTER PATHWAY

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## JTE CHALLENGE CHAPTERS

**10. Chapter Planning:** Have a written annual plan approved by the lodge and submitted to district committee; Conduct an annual review of your plan; Meet with the district committee to review your plan?

**11. Lodge designated support:** Complete one program or project; Complete two programs or projects; Complete three programs or projects?

**12. District/ Council service projects:** Complete project(s) equal to at least 2 hours of service per chapter member; complete previous equaling 2.5 hours per member; Complete previous equaling 3 hours per member?

**13. District/ Council camping support:** Complete contacts to at least 75% of units or 3% increase; Complete contacts to at least 80% of units or 3% increase over 75%; Complete contacts to at least 85% of units or 3% increase over 80%?

**14. District/ Council program support:** Support two district or council events; Support 3 district or council events; Support 5 district or council events?

**15. District/ Council designated support:** Complete 1 project; Complete 2 projects; Complete 3 projects?

**16. Chapter Leadership:** Achieve at least 75% of chapter leadership trained or 3% increase; Achieve at least 80% of chapter leadership trained or 3% over 75%; Achieve at least 85% of chapter leadership trained or 3% over 80%?

**17. Annual Report:** Written report submitted to lodge and district committee; Written and verbal given to Scoutmasters at roundtable by Chapter Chief; Written and verbal given to Lodge Executive Committee and District Committee by Chapter Chief?

## JOURNEY TO EXCELLENCE CHALLENGE—CHAPTERS

How will you show your growth this year? Circle what you feel you can do in these 17 areas of growth.

- 1. Fiscal Management:** Establish a target; meet the target; or exceed the target?
- 2. Membership Impact:** Grow membership by 1 arrowman; grow by 1%; or grow by 3%?
- 3. Ordeal Completion:** Complete at least 60% of candidates or 5% increase; Complete at least 75% of candidates or 5% increase over 60%; Complete at least 90% of candidates or 5% increase over 75%?
- 4. Brotherhood Conversion:** Convert 30% or 5% increase; Convert 40% or 3% increase over 30%; Convert 50% or 3% increase over 40%?
- 5. membership Retention:** Achieve 50% or a 4% increase; Achieve 60% or a 4% increase over 50%; Achieve 70% or a 5% increase over 60%?
- 6. Unit Elections:** Complete 90% of requested unit elections; Complete 95% of requested unit elections; Complete 100% of requested unit elections?
- 7. Lodge, Section and National OA event attendance:** Set a chapter OA attendance goal; Exceed the goal by 10%; Exceed the goal by 20%?
- 8. Communications:** Have a written communications plan; Communicate regularly with OA troop reps; Contribute to the lodge/ council newsletter or website?
- 9. Chapter Meetings and events:** Set a chapter meeting and events goal; Exceed the chapter goal by 20%; Exceed the goal by 30%?

## CHAPTER LEADERSHIP SUMMIT SCHEDULE

**Southern Region 7B  
Camp Tuscarora  
October 24-25, 2014**

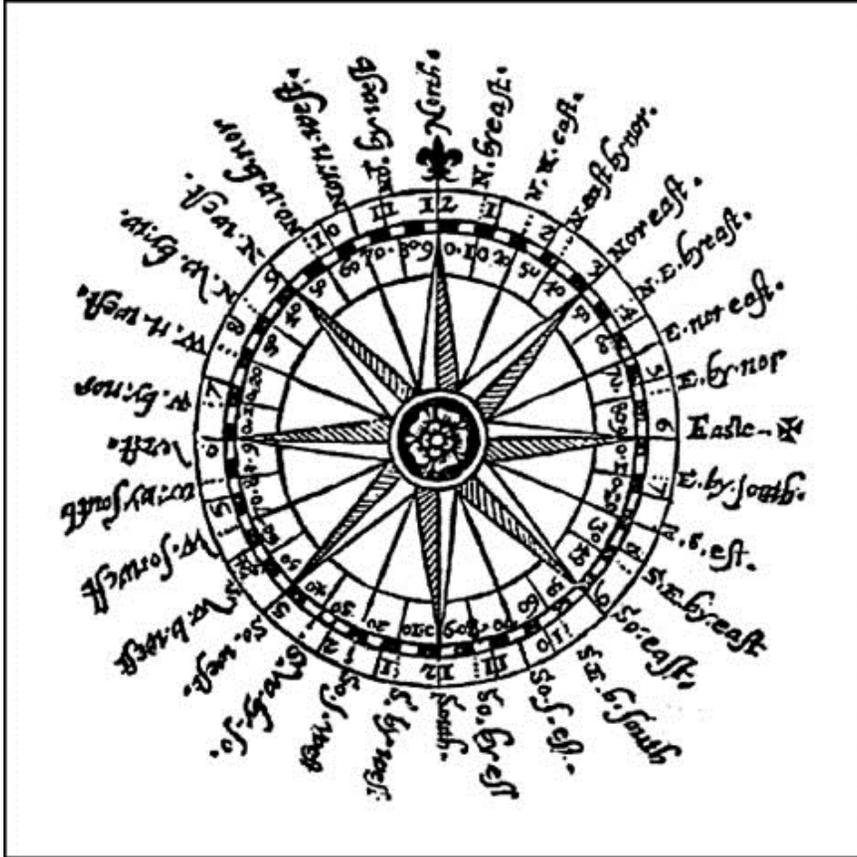
### FRIDAY

TIME	EVENT	LOCATION
7:00- 09:00 PM	Registration	Administration
9:00 PM	Opening Session	Dining Hall
9:30 PM	Indian Affairs Training	Dining Hall
10:15 PM	Cracker Barrel	Dining Hall
11:00 PM	Taps	Campsites

### SATURDAY

TIME	EVENT	LOCATION
7:00 AM	Reveille	Campsites
7:00 AM	Breakfast	Dining Hall
8:00 AM	Sessions Begin	Dining Hall
9:55 AM	Break	Dining Hall
12:30 PM	Lunch	Dining Hall
1:15 PM	Sessions Begin	Dining Hall
2:40 PM	Break	Dining Hall
3:15 PM	Graduation Exercises	Dining Hall
3:30 PM	Camp Tour	Flag Poles
4:00 PM	Pack and Depart of Home	Campsites
	Safe travels!	

# MY PERSONAL PATHWAY



*A Guided Discovery*

MAY 2015

JUNE 2015

JULY 2015

AUGUST 2015

SEPTEMBER 2015

OCTOBER 2015

# CHAPTER PLANNING TIMELINE

NOVEMBER 2014

DECEMBER 2014

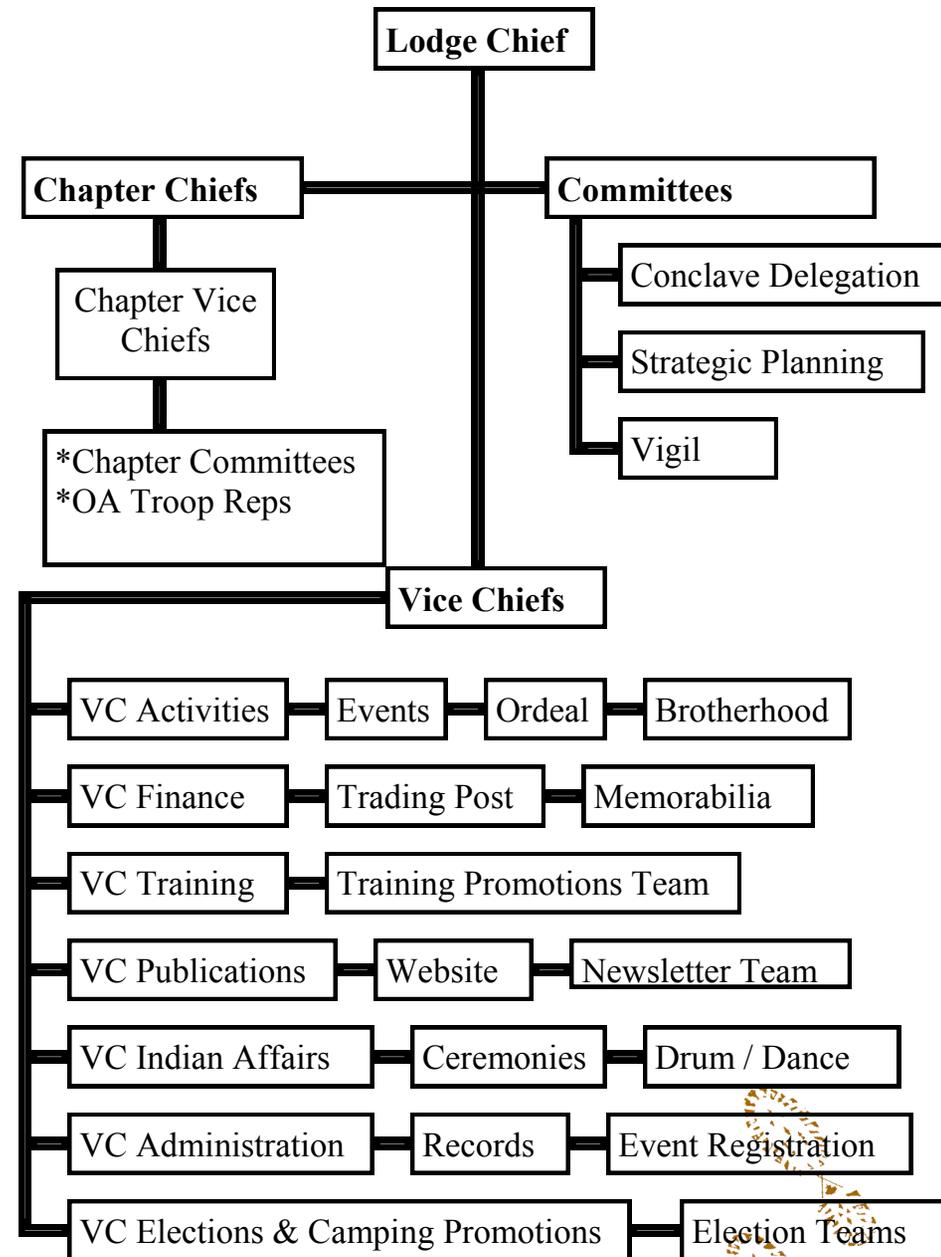
JANUARY 2015

FEBRUARY 2015

MARCH 2015

APRIL 2015

# LODGE ORGANIZATION



CHAPTER CHIEF JOB DESCRIPTION

1. Organizes and gives positive leadership to achieve a successful chapter operation.
2. Holds no other elected position in the chapter.
3. Presides over meetings of the chapter and uses *Robert's Rules of Order*.
4. Delegates duties to other chapter officers, chapter committees and members as needed.
5. Works closely with the chapter advisers.
6. Keeps the chapter adviser and chapter staff adviser fully informed of all his activities related to the Order of the Arrow.
7. Shares copies of all correspondence pertaining to the business of the chapter with these individuals and with others that are concerned.
8. Assures that all aspects of chapter activity are conducted according to the Lodge Rules.
9. Serves as an example of the ideals of the BSA and the Order of the Arrow.
10. Wears the Scout uniform correctly.
11. Attends lodge meetings, trainings and all events representing the chapter.
12. Assures the successful election of new members from the chapter area, as to assure that all units that desire an election receive one.

2015

<p><b>January</b></p> <table border="0"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </table>	S	M	T	W	Th	F	Sa					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	<p><b>February</b></p> <table border="0"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	Th	F	Sa	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28								<p><b>March</b></p> <table border="0"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>Sa</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	Th	F	Sa	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31											
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April							May							June						
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27	28	29	30	1	2	3	25	26	27	28	29	30	31	29	30	1	2	3	4	5
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July							August							September						
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6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
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27	28	29	30	31	1	2	24	25	26	27	28	29	30	28	29	30	1	2	3	4
3	4	5	6	7	8	9	31	1	2	3	4	5	6	5	6	7	8	9	10	11

October							November							December						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
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5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
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2	3	4	5	6	7	8	30	1	2	3	4	5	6	4	5	6	7	8	9	10

## CHAPTER ADVISER JOB DESCRIPTION

1. Interprets lodge policy in consultation with the lodge advisers.
2. Advises the chapter officers in planning and conducting a successful chapter annual operation. Works with the staff adviser to ensure successful chapter events. Works "behind the scenes" through the chapter chief.
3. Holds no other primary or associate adviser position in the Order of the Arrow during his term.
4. Assures that the chapter is operating according to the Lodge Rules as approved by the executive committee.
5. Brings to the attention of the lodge adviser matters of policy or procedures that should be considered by the executive committee.
6. Reports to the lodge adviser on a regular basis.
7. Meets and communicates with the chapter chief and chapter staff adviser on a regular basis.
8. Encourages and assists the participation of each member in all Order of the Arrow functions.
9. Coordinates transportation to chapter and lodge events.
10. Encourages and assists in the annual election of new members on time.
11. Encourages the chapter to improve performance and meet the standards for lodge recognitions.
12. Represents the chapter in at local district and lodge functions and activities of the Order of the Arrow, when invited.
13. Serves as an example of the ideals of the BSA and the Order of the Arrow.
14. Wears the Scout uniform correctly.
15. Attends chapter officer, and lodge executive committee meetings to represent the chapter.
16. Advises or assigns an adviser to assist chapter officers and committees as needed.



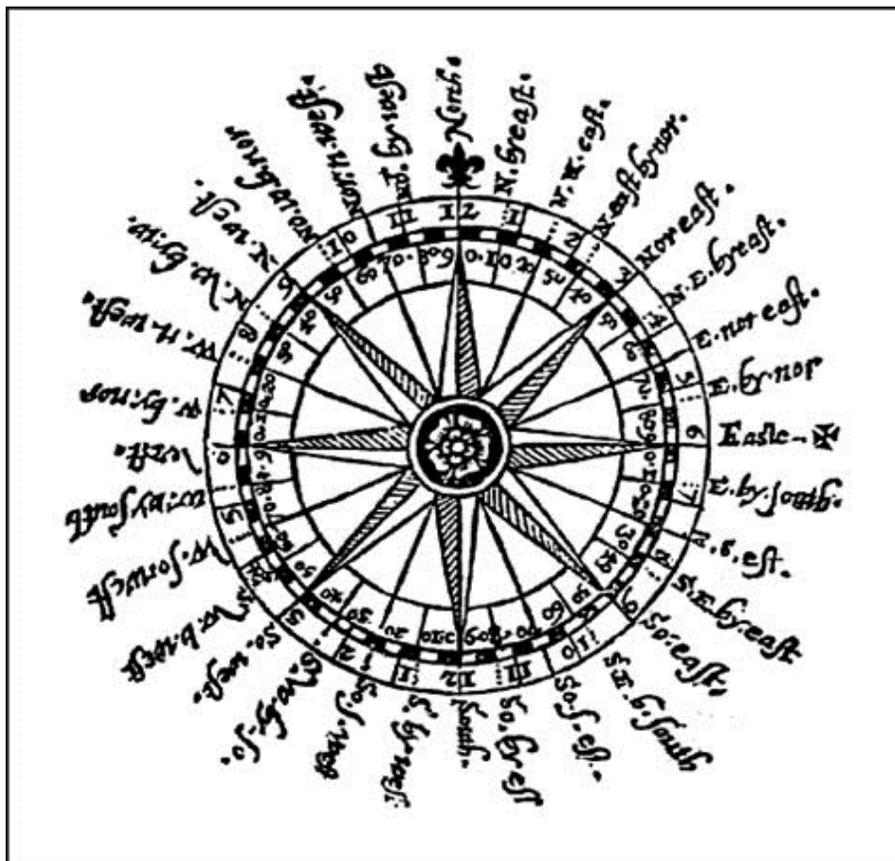
## HABITS OF A GOOD LEADER

- Remember: **leadership skills and techniques can be learned.** You don't have to be a natural leader. Very few people are.
- **Care for your team.** That means knowing what matters to each member: their interests, their hopes, their fears.
- **Stay close to your team.** At some point, every week communicate with your team. This gives you a chance to enquire or encourage and gives them an opportunity to raise issues or make suggestions.
- **Meet your team.** Regularly - weekly or monthly, depending on your place and size- have meetings of all the members. Make sure every member of the team contributes in some way and acknowledge that.
- **Train your team.** Every team member should have at least two days training a year.
- **Grow your team.** Through varied experience and regular training, you should be developing each team member to be more and more confident and more skilled.
- **Socialize with your team.** Have officer fellowships or planning meetings at a restaurant or amusement center, movie theater or bowling alley.
- **Set objectives for each team member.** As far as possible, these objectives such be SMART - Specific Measurable Achievable Resourced Timed.
- **Review the performance of each team member.** At least once a month - have a review session where you assess performance, give feed-back and agree future objectives and training.
- **Thank constantly.** The words "*Thank you*" take seconds to say, but mean so much.
- **Praise constantly.** The words "*Well done*" take seconds to say, but will be long remembered and appreciated.
- **Communicate constantly.** Don't assume that people know what you're doing, still less what you are planning or thinking. Tell them, using all the communication tools to hand: team meetings, electronic newsletters, Facebook, twitter, or a phone call.
- **Eliminate.** Too often we do things because they've always been done. Life changes. Consider whether you could stop doing certain things altogether.

## OA UNIT OF EXCELLENCE AWARD CRITERIA

- 1. LEADERSHIP: Implement the Troop OA Representative and Troop OA Representative Adviser (Assistant Scoutmaster) programs in your unit.**
  - \* Every six months, ensure the SPL appoints or reappoints on scout to serve as Troop OA Representative and the Scoutmaster appoints one adult to serve as Troop OA Representative Adviser.
  - \* Feature an annual presentation at a Court of Honor by the Troop OA Representative on the Order of the Arrow with a focus on the accomplishments of unit members.
- 2. PARTICIPATION: Promote lodge events and provide transportation to all Arrowmen wishing to participate.**
  - \* At least 50% of unit OA members attend at least one lodge event in addition to their Ordeal.
- 3. ELECTIONS: Schedule a unit election with the chapter election team annually.**
  - \* Hold an election and have 100% of elected scouts complete their Ordeal.
- 4. PLANNING: Maintain an active planning process that prevents overlap between lodge and chapter events with unit events.**
  - \* Review the local OA calendar with the PLC during annual troop program planning and schedule unit events so that 100% of troop programs do not overlap with any full-lodge events.
- 5. CONVERSION: Demonstrate the depth of your unit's OA program through Brotherhood conversion.**
  - \* At least 30% of eligible troop members seal their membership in the Order by converting to Brotherhood.

# THE PATHWAY TO SUMMIT



## *An Empowered Vision*

- **Delegate.** You don't have to do everything. Develop your team members by training them to do more and trusting them to take over some of the things you've been doing.
  - **Empower.** A really effective leader sets clear objectives for his team members, but leaves detailed implementation of these objectives to the discretion and judgment of individual members of the team.
  - **Facilitate.** A confident leader does not try to micro-manage his team, but makes it clear that, if team members need advice or assistance, he is always there to help and support.
  - **Be on time.** Always start meetings on time and finish them on time. Natural breaks keep people fresh. Short meetings concentrate the mind.
  - **Be seen.** Don't just talk the talk, but walk the walk.
  - **Make time.** Make time for people and be approachable. People will appreciate you taking five minutes out of your busy schedule, especially if you act on/listen to what they say.
  - **Really listen.** Many of us - especially those who think they are important - don't really listen, but instead think about what they're going to say next. Give the person speaking to you your full attention and really take on board what they are saying.
  - **Accept honest criticism.** Criticism is hard to take, particularly from a relative, a friend, an acquaintance or a stranger - but it's a powerful tool of learning. Above all, assess criticism on merit, without regard to its originator.
  - **Think strategically.** The doers cut a path through the jungle; the managers are behind them sharpening the machetes; the leaders find time to think, climb the nearest tree, and shout "*Wrong jungle!*" Find time to climb the trees.
  - **Have a mentor or buddy,** someone doing similar work in the same or a similar organization with whom you can regularly and frankly discuss your progress and your problems as a leader.
  - **Have a role model,** someone who can inspire you to be a truly great leader.
  - **Constantly revisit and review these tips.** Covey puts it this way: "*Sharpen the saw*".
- Plan your succession.** You won't be there forever so start now to mentor and train at least one person who could take over from you.

## LEADERSHIP SELF EVALUATION

*A personal activity*

**Score each of the questions below, using the rating scale provided**

**1= Disagree**

**2= Partially disagree**

**3= Neither agree nor disagree**

**4= Partially agree**

**5= Agree**

### As a leader, I

1. identify fresh and innovative approaches to existing situations \_\_\_\_\_
2. deal with conflicts and disagreements with others quickly \_\_\_\_\_
3. sort out the relevant and important facts and information \_\_\_\_\_
4. actively encourage teamwork and cooperation and help build agreement when working with others \_\_\_\_\_
5. think logically and in a disciplined manner \_\_\_\_\_
6. am willing to make tough decisions, even if they may adversely affect others \_\_\_\_\_
7. achieve goals and objectives within budget and/or on time \_\_\_\_\_
8. instill a commitment to quality and excellence in others \_\_\_\_\_
9. quickly find relationships and connections between seemingly unrelated facts and events \_\_\_\_\_
10. champion ideas or plans of action I believe in \_\_\_\_\_
11. regularly seek and accept feedback from others about my behavior \_\_\_\_\_
12. mentor, coach and develop others, including those who do not work directly with me \_\_\_\_\_
13. anticipate change and perceive trends before they become apparent to others \_\_\_\_\_
14. manage my anxiety– I do not allow it to overwhelm me \_\_\_\_\_
15. update my skills and OA knowledge on a regular basis \_\_\_\_\_
16. give support to business associates, family and community \_\_\_\_\_
17. see possibilities or solutions where none seem to exist \_\_\_\_\_
18. make decisions under time pressure and/or with limited information \_\_\_\_\_
19. know my "fellow scouts and arrowmen" and understand their requirements/needs \_\_\_\_\_
20. am open and friendly; and easily connect with people \_\_\_\_\_

**More evaluation on Page 11** >————>

## CHAPTER EVALUATION STATEMENT

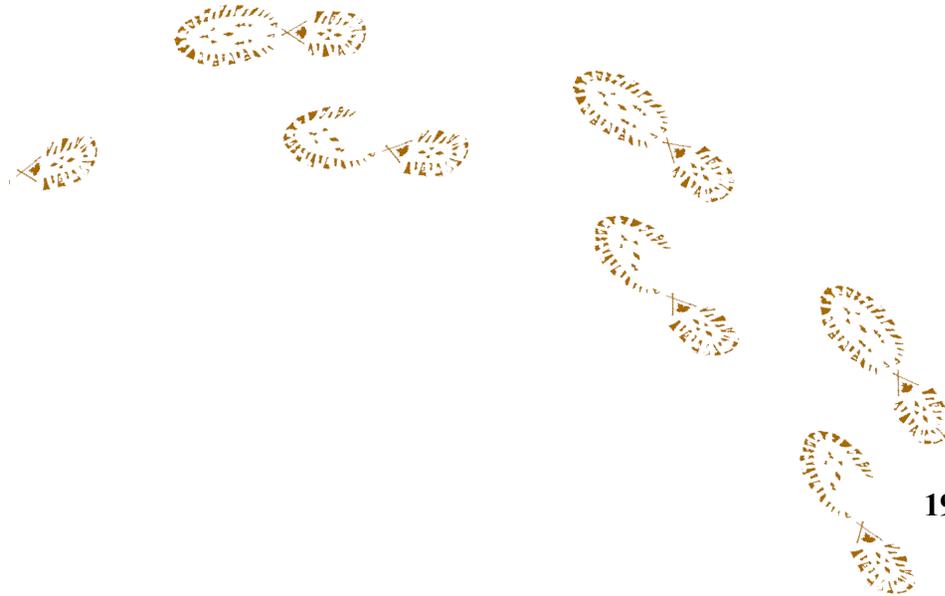
*Chief & Adviser Activity*

**Question 1)** What do we want to do/ accomplish this year?

*Refer to pages 14-18 for ideas and JTE pages 26-27 for ideas, and use this space to elaborate*

**Question 2)** What challenges does our chapter face this year?

*Refer to pages 14-18, 26-27 for ideas, and use this space to elaborate*



## BRAINSTORM AND NEW/ FUN IDEAS

Chapter Meeting/ Program Ideas  
Chapter Camping at Lodge Event/ Theme Ideas  
Funding Ideas  
Unit Elections Ideas  
Ceremonies Ideas  
Chapter Retreat/ Training Ideas  
Increasing Attendance Ideas  
Chapter Fellowship Ideas  
Transportation Ideas  
OA Troop Rep Communication Ideas  
Ordeal Completion Ideas  
Communication Plan Ideas  
Service to District/Council Ideas  
Fun ways to report OA info to the district/ lodge  
Chapter Member Retention Ideas  
Conclave participation incentive ideas  
Chapter Website/ Facebook Page Fun Ideas  
Chapter Spirit Themes Fun Ideas  
Brotherhood Conversion New Ideas  
Ideas on how to get units to achieve the OA  
Unit of Excellence Award  
Ideas on how to achieve a high level of JTE  
chapter recognition

## LEADERSHIP SELF EVALUATION

*A personal activity*

Score each of the questions below, using the rating scale provided

- 1= Disagree
- 2= Partially disagree
- 3= Neither agree nor disagree
- 4= Partially agree
- 5= Agree

### As a leader, I

21. question the way things are and look for ways to improve or do things differently \_\_\_\_\_
22. am not afraid to examine & deal with personal problems or traumas \_\_\_\_\_
23. recognize and cope well with the realities of organizational politics \_\_\_\_\_
24. enjoy the success of others as though it were my own \_\_\_\_\_
25. take time to reflect on who I really am and where my life is going \_\_\_\_\_
26. am willing to admit to mistakes and change accordingly \_\_\_\_\_
27. see things the way they are, not how I wish they were \_\_\_\_\_
28. have a reputation for keeping agreements and commitments made to others \_\_\_\_\_
29. anticipate future consequences or implications of current situations or events \_\_\_\_\_
30. feel in control of my life and decisions \_\_\_\_\_
31. am a survivor and take care of myself \_\_\_\_\_
32. donate my time to helping others on a regular basis \_\_\_\_\_
33. am open to trying new ways of doing things \_\_\_\_\_
34. stay focused and push ahead even when I have doubts or when others disagree \_\_\_\_\_
35. am in touch with the world - people, nature and myself \_\_\_\_\_
36. am sensitive to the needs and feelings of others \_\_\_\_\_
37. recognize the creative and innovative ideas of others \_\_\_\_\_
38. maintain self-motivation and work standards in the face of disappointment and rejection \_\_\_\_\_
39. direct my self-development to meet the needs of my team \_\_\_\_\_
40. build personal relationships on mutual trust and respect \_\_\_\_\_

Using Page 10 and 11 together: Identify a couple areas where you feel you could improve. Circle those areas needing improvement now for a future activity.

Put a star beside a few items you feel are your strongest leadership

## MY LEADERSHIP SELF-EVALUATION

*A personal activity*

**Question 1)** What do you feel you need to do or develop to become a better leader?

*Refer to pp 10-11, use this space to elaborate*

**Question 2)** What do you feel is your biggest personal challenge? *Again use pp 10- 11, and use this space to elaborate*

## OA Scoutmaster Job Responsibilities

- Support the OA Troop Representative and help them to fully understand the needs of the unit and ways that the chapter/lodge can help support the unit.
- Promote the incorporation of OA ideals into the advancement program of the unit, in unit leader conferences, boards of review and courts of honor.
- Attend lodge/chapter meetings with the OA Troop Representative.
- Assist the OA Troop Representative in conveying information from the lodge/chapter to the troop.



### Qualifications

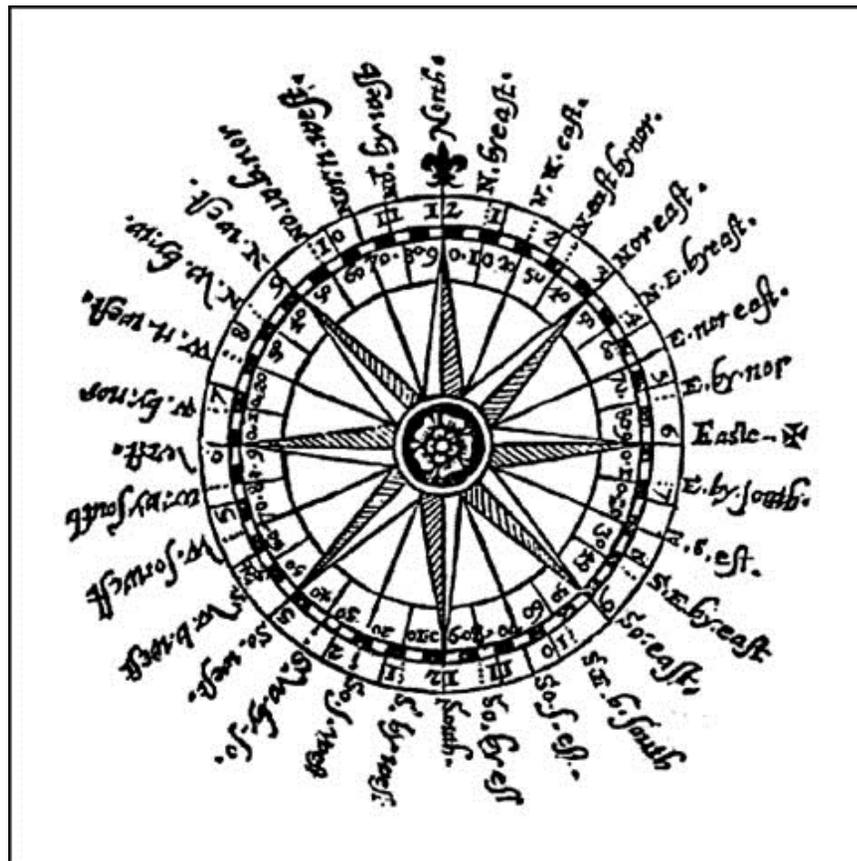
- Must be a unit assistant leader or committee member at least 21 years old.
- Appointed by the Scoutmaster with the approval of the unit Committee Chairman.
- Must be an OA Member in good standing.
- Reports to the Troop Scoutmaster.

## OA Troop Representative Responsibilities

- The OA Troop Representative serves as the primary link between the troop and the lodge/chapter.
- This link is meant to serve as a means of two-way communication between the troop and the lodge/chapter.
- Arranges with the lodge/chapter election teams to conduct an annual OA election for the troop at a time approved by the Patrol Leaders Council.
- Participates in Court of Honor, at the request of the SPL, in regards to the recognition of OA member awards and achievement (ie. Changes in OA honor/leadership and inductions).
- May be included as a member of the PLC at the discretion of the SPL.
- Should aim to help the troop work towards awards available within the Order (ie. OA Unit of Excellence Award).



## OUR CHAPTER PATHWAY



### Qualifications

- Must be under the age of 18.
- Position is appointed by the Senior Patrol Leader with Scoutmaster approval.
- Must be an OA Member in good standing.

*A New Solution*

## CHAPTER SELF EVALUATION

*A Chief & Adviser Activity*

1. The chapter complies with all requirements in the current printings of the OA Handbook, Guide for Officers and Advisers, Field Operations Guide, Guide to Inductions and ceremony books. **Yes or No**
2. The chapter experienced positive growth in its membership. **Yes or No**
3. The chapter inducted a minimum of 30% of its eligible Ordeal members into the Brotherhood. **Yes or No**
4. The chapter participated fully in the Lodge Leader Develop (LLD) course this year. **Yes or No**
5. 75% of all eligible youth leaders (chief, vice chiefs and chapter committee chairmen) in the chapter attended this years LLD. **Yes or No**
6. The chapter adviser attended the LLD. **Yes or No**
7. The chapter assisted with lodge service projects that benefitted the council scout camp or service center AND a council-approved community service project. **Yes or No**
8. During the year chapter members contribute an average of 3 hours of service per member. **Yes or No**
9. After contacting each troop in the districts covered by your chapter, an OA election was conducted in every unit desiring an election. **Yes or No**
10. The elections teams were trained. **Yes or No**
11. The elections team conducted these elections in proper uniform including sash. **Yes or No**
12. The chapter was represented in all regularly scheduled Lodge Executive Committee meetings. **Yes or No**
13. The chapter calendar of events held apart from the lodge permits members to actively participate in unit, district and council events. **Yes or No**
14. The chapter offers to take an active part in local district and council level services at events. **Yes or No**
15. The chapter holds regular meetings inviting all chapter members to attend. **Yes or No**

## CHAPTER SELF EVALUATION

*A Chief & Adviser Activity*

16. The chapter takes an active role in implementing the council's plan for the promotion of the council camping, high adventure, and other outdoor programs. **Yes or No**
17. A promotional contact for camping was made to a minimum of 75% of the troops in the chapter area. **Yes or No**
18. A Where to Go Camping booklet, CD or website was updated for troops in your chapter area within the last 3 years. **Yes or No**
19. The chapter has a ceremonies team that performs one of the lodge ceremonies at least one event per year. **Yes or No**
20. Each ceremonies team member memorized his part and each ceremony was presented in an effective and impressive manner in accordance with the official ceremony books and the Guide to Inductions. **Yes or No**
21. The chapter Key 3 met a least 6 times during the year to discuss the progress of the chapter. **Yes or No**
22. The chapter provided manpower, resources, and/or program assistance in support of the district or council's Cub Scout outdoor program and Webelos transition to Boy Scouts. **Yes or No**
23. Within the last two years, two youth attended a National Leadership Seminar (NLS) and completed their contracts. **Yes or No**
24. Within the last two years, one adult attended a National Leadership Seminar (NLS) or an (NLS) and completed their contracts or required discussion with the scout executive. **Yes or No**
25. The chapter is aware of the lodges OA Mentoring program. **Yes or No**
26. The chapter produced and distributed (by hardcopy, email or lodge website) a minimum of four newsletters to it's members. Chapter websites conform to the council's website polices. **Yes or No**
27. One youth member attended a national OA high adventure program. **Yes or No**
28. A minimum of three youth and two adult members attend the section conclave. **Yes or No**
29. The chapter seeks to re-register former members of the OA that hold a BSA membership within the chapter area. **Yes or No**
30. The chapter holds an annual goal setting retreat /event. **Yes or No**