# HADVENTUREON



# CUBSCOUT ////









Middle Tennessee Council Scouting VALUES • LEADERSHIP • SERVICE

#### Welcome

Thank you for being a Cub Scout Den Leader. This booklet will help you get off to a great start. There are a handful of things that every new den leader should know, and these are highlighted below. We all know how important first impressions are. To help you get started, the next several pages contain resources and suggestions that will help you plan a first den meeting that is fun for Scouts, parents, and you. Everyone will come back for more, and things will get easier as you get into a routine.

#### Eight Steps to Being a Successful Den Leader

- 1. Fill out the Adult Leader Application. Be sure to sign the Disclosure/Authorization Form inside the application.
- 2. Give the completed application to a pack leader. It needs to be approved, signed, and turned in to the Middle Tennessee Council.
- 3. Take Youth Protection Training at www.My.Scouting.org. Click on the "Youth Protection Training" link on the right. You must complete this training before you can be registered as an adult leader. Print a copy of your certificate upon completion, and give it to your pack leader who oversees training.



- 4. Complete additional online training, you will need to set up an account at www.My.Scouting.org. Later, you will get a membership ID number from your Cubmaster or pack leader, but your new account will work fine until then. Add your membership number to your profile when you receive it.
- 5. Organize 2-3 den meetings each month. This guide will help with the first few meetings and gives you links for helps going forward.
- 6. Attend monthly pack leader planning meeting. Learn how your den will participate at the upcoming pack meeting. Communicate news about upcoming events to parents in your den.
- 7. Attend the pack meeting each month with your den. Conduct any part of the pack meeting for which your den is responsible.
- 8. Get help and advice. The other leaders in your pack are great resources. In addition, ask your Cubmaster for details or visit www.mtcbsa.org/denleader.

#### **Resources and Support**

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The whole Scouting family wants you to succeed as a den leader. It is easiest to ask questions of the leaders closest to you, in your own pack. There are also people at the district level available to help. You can find contact information for your District Commissioner (volunteer) and District Executive (professional) at www.mtcbsa.org/contactus





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The Middle Tennessee Council Scouting wants to ensure that you have the training that you need to be successful as a new Cub Scout leader. You can visit www.my.scouting.org to complete all training requirements associated with your Scouting position or you can visit Council training page at www. mtcbsa.org/CoursePrograms to view most current courses, date and times.

#### Youth Protection Training

The most important training is the required Youth Protection Training (YPT). The training is designed to help leaders keep our youth safe from abuse. Leaders will learn the Scouting America Youth Protection guidelines, signs of abuse and how to report suspected abuse. Leaders must complete YPT before they can be registered as an adult leader. The training can be taken online via the My.Scouting tool. It may also be offered as an in-person class. Youth Protection Training is valid for two years, and leaders must take it again to remain a registered adult leader.

#### Leader Specific Training/My.Scouting Tool

To help leaders deliver a quality Cub Scouting experience to the youth, position specific training has been developed for den leaders. Training covers a variety of topics such as Cub Scout Ideals, Leading Den Meetings, How Dens & Packs Work, and Working with Parents & Families. Training is offered online through the My.Scouting tool.

 The My.Scouting tool offers all of the courses that new Cub Scout leaders will need. Within the Den Leader Position Specific Training learning plan, there are 3 short sessions that average about 40 minutes (Earn Your Training Strip, Before the first Meeting, Before the first Outdoor Activitiy). Leaders do not need to take all of them at one time. All of the courses are individual lessons and can be taken all at once or spread out over several days.

#### BALOO

Basic Adult Leader Outdoor Orientation is a one-day training event that introduces parents and leaders to the skills needed to plan and conduct pack outdoor activities, particularly pack camping.

#### University of Scouting

Every year (or twice a year), the Middle Tennessee Council offers the University of Scouting (UoS), our premier one-day supplemental training opportunity for all registered adult Scout leaders. Den leader specific training is offered at the UoS. To find out the date of the next UoS, go to mtcbsa.org, click on "Training" at the top of the page, then click "University of Scouting"





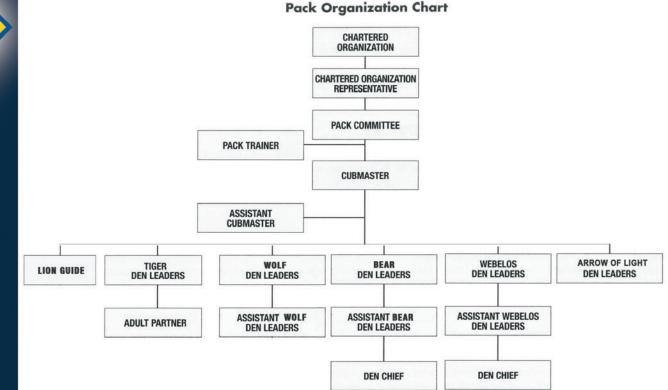








## How is Cub Scouting Organized?



#### The Den

The Cub Scout pack is divided into several smaller groups called dens. Typically, a den has six to eight youth and meets two or three times a month. Den meeting activities vary based on the age of youth. Members of a den usually progress through Scouting together.

The Cub Scout ranks are organized by grade or age, so your child's den will be part of the rank specific to their grade. A pack may have more than one den for a rank. For example, if your pack has 16 first graders, there will be at least two Tiger dens. Here are the ranks:

- Lions Kindergarten. Lions must have an adult partner who attends all Cub Scout functions with them.
- Tigers First grade. Tigers must have an adult partner who attends all Cub Scout functions with them.
- Wolves Second grade.
- Bears Third grade.
- Webelos Fourth grade.
- ◆ Arrow of Light Fifth grade.

The Bobcat rank will be what each grade works on first, then they work to complete seven fun "adventures" to earn their rank badge. Adventure activities are done at den meetings, at home and on field trips and outings. At the end of the school year, Cub Scouts graduate and move up to the next rank.

While den meetings include games, skits and other activities that are fun for the kids, program delivery is the main goal. Youth participate in activities and work on projects that are related to an adventure and that help them learn the skills they need to progress in rank. Youth also prepare to do their part in the monthly pack meeting.

#### The Pack

All of the dens together make up the pack. Typically, packs meet monthly. These pack meetings bring together youth from every den, their leaders, and their families for a large-scale event that showcases all that the kids have learned and done in their individual den meetings. Such a gathering gives the kids a larger experience beyond their own den. It also helps them see how their individual activities fit into the bigger Cub Scout program.

# The Most Important Rule of GUB SECURIC

## KISMIF: Keep it Simple; Make it Fun

KEEP IT SIMPLE. Cub Scouting does not need to be elaborate or complex. MAKE IT FUN Cub Scouting is all about fun.

# **DEN LEADER OVERVIEW**

Dens meet weekly for about one hour with six to eight youth of the same age/rank. The Den Leader sets the day and time of the meeting. They also plan the program to ensure the youth in the den advance in a timely manner, learn Scouting values, and have fun.

#### STEPS OF A DEN MEETING

- Gathering
- Opening
- Talk Time
- Activities
- Closing

#### DEN LEADER TIPS AND TRICKS



# **NO EXPERIENCE NEEDED!**

There are plenty of resources to help you succeed as an adult volunteer. Every registered adult takes Youth Protection Training. Other training courses available are: Position Specific Training, Basic Adult Leader Outdoor Orientation (BALOO), and Outdoor Webelos Leader Skills (OWLS). Participation in District or Council events, such as the University of Scouting, will provide more resources to help new (and old) leaders succeed. And be sure not to miss the monthly District Roundtable Meetings, where you can learn about what is going on and share ideas and experiences with fellow leaders.

Contact Middle Tennessee Council office at 615-383-9724 or visit our website at www.mtcbsa.org for more information.



## DEN LEADER FIRST 8 WEEKS OF RESPONSIBILITIES

This shows a sample schedule. Your pack calendar may be different. \*Before each meeting check the helpful hints at

#### www.mtcbsa.org/DenLeader



#### Week 1

- **D** Take online training (Youth Protection Training and Leader Specific Training).
- Welcome families to your den. Make sure you have good contact information, including parents' names, phone numbers, and email addresses.
- D Plan a convenient meeting time and location. Notify families of the schedule.
- □ Obtain a Cub Scout Handbook, and a uniform.
- Plan your first den meeting and follow the Bobcat Den meeting example in this booklet. (See page 9 - overview/10 and 11 - Bobcat Rank)

#### Week 2

- □ Attend the pack leaders' meeting.
- □ Inform parents of any upcoming events.
- □ Recruit parents to help at the meetings. You must have two-deep leadership.
- Become familiar with the adventure requirements for your rank. Choose the first adventure you will work on.
- Hold your first den meeting, following the Bobcat Den meeting example. Remember to have FUN with it.
- Plan your second den meeting by visit our website at www.mtcbsa.org/DenLeader. This will be the start of your first adventure.

#### Week 3

- Conduct second den meeting. This one will not be so stressful.
- Record advancements (requirements completed) online or report to the pack advancement chair.
- □ Inform parents of any requirements to be completed at home, and tell them about upcoming den and pack activities. (Pack meeting is next week.)

#### Week 4 (Pack Meeting)

- □ At the pack meeting, greet Cub Scouts and parents.
- Conduct your den's portion of the pack meeting (if any).
- Plan your third den meeting using the online resources at www.mtcbsa.org/DenLeader.
- □ Think ahead about den outings.

#### Week 5

- Conduct your third den meeting. You're a pro!
- □ Record advancements online or report to the pack advancement chair.
- □ Inform parents of any requirements to be completed at home.
- Plan your fourth den meeting. You should be thinking about starting your second adventure. Are there skilled parents that can help?

WEBELDS

#### Week 6

- Conduct your fourth den meeting.
- D Record advancements online or report to the pack advancement chair.
- □ Attend the pack leaders' meeting.
- Inform parents of any requirements to be completed at home, and tell them about upcoming den and pack activities. Cub and Family Camp Out and the popcorn sale should be happening. Visit www.mtcbsa.org for more information.
- D Plan your fifth den meeting.

#### Week 7

- **D** Conduct your fifth den meeting.
- Record advancements.
- Inform parents of any requirements to be completed at home. Keep communicating about pack activities.

#### Week 8

- □ Arrive early for the pack meeting, and make sure your Cub Scouts are ready for their part.
- Encourage the Cub Scouts to participate.
- Plan your sixth den meeting. Look ahead to your third adventure and plan for outings and needed supplies.

## THE ADVANCEMENT PLAN

Advancement is the process in which Cub Scouts earn badges and awards, learn new skills and expand their horizons as they go. The Cub Scout advancement program is based on adventures, which are themed collections of activities. Many of these activities will be done as a group, with the den or with the whole pack. Other activities are meant to be done at home as a family.

The activities built into the adventures include sports, games, field trips, service projects, crafts, and leadership challenges. All of these are designed to achieve Scouting's aims: character development, citizenship training, and personal fitness. As a youth progresses through the Cub Scout ranks, the activities become more challenging to match their increasing skills and abilities.



# Bobcat Den Meeting Plan

#### LION CUB DEAR BEAR COMPANY COM

#### **CONDUCTING A DEN MEETING**

Den meetings are conducted at a date, time, and location that is best for families that are in the den. How often and for how long a den meets is also up to each den. The den should meet as frequently as necessary to ensure that, at minimum, each Cub Scout in the den has the opportunity to earn their badge of rank.

#### **PREPARING FOR A DEN MEETING**

Before you conduct a den meeting, complete the online training for Den Leader found at my.scouting.org.

To prepare for a den meeting simply identify a Cub Scout Adventure that you want to complete. Adventures are found in each of the grade-specific handbooks. It is recommended that you focus on the required Adventures first.

If this is your first den meeting for the year with new and returning Cub Scouts, the Bobcat Adventure is designed to be done as your first required Adventure.

#### **PARTS OF A DEN MEETING**

There are three parts to a den meeting. Before the meeting, during the meeting, and after the meeting.

#### **BEFORE THE MEETING**

Identify which Cub Scout Adventure you want to work on. Review the webpage by scanning the QR code below for the Adventure which includes the Safety Moment. The Safety Moment highlights the key items you need to know to conduct the Adventure safely, the requirements for the Adventure, and recommended activities to complete each requirement.

Identify the activities you will do during your den meeting. Gather the necessary supplies and complete the "Before the Meeting" action items.

#### **DURING THE MEETING**

**Opening** – Conduct an opening ceremony that includes the pledge of allegiance, the Scout Oath, and Scout Law. **Activities** – Complete the activities you chose to complete the requirements for the Adventure.

**Recognition** – If the requirements for an Adventure are completed, recognize each Cub Scout by letting them know the requirements they accomplished.

**Closing** – Conduct a formal closing using the living circle, make any announcements or reminders, and the den leader may close with a reflection that focuses on a value of the Scout Oath or Scout Law.

#### **AFTER THE MEETING**

**Review** – The den leader, assistant den leader, and other adults who helped with the meeting review how the meeting went and take any notes for improvement for the next meeting.

**Thank You** – The den leader sends thank you notes to those adults who helped with the meeting **Record** – The den leader records the requirement that were completed at the meeting in Scoutbook



# **Bobcat Adventure**

#### Complete the following requirements for your den's grade rank.

Opening: Remember to conduct the pledge of allegiance, Scout oath and Scout law.

#### **BOBCAT LION (KINDERGARTEN)**





**BOBCAT TIGER (1ST GRADE)** 



#### **BOBCAT WOLF (2ND GRADE)**





**Requirement 1**: Get to know members of your den.

**Requirement 2**: Recite the Scout Oath and the Scout Law with your den and den leader.

**Requirement 3**: Learn about the Scout Law.

**Requirement 4**: With your den create a den Code of Conduct.

**Requirement 5**: Demonstrate the Cub Scout sign, Cub Scout salute and Cub Scout handshake. Show how each is used.

**Requirement 6**: Share with your den, or family, a time when you demonstrated the Cub Scout motto "Do Your Best."

**Requirement 7**: At home, with your parent or legal guardian do the activities in the booklet "How to Protect Your Children from Child Abuse: A Parent's Guide."

*Requirement 1*: Get to know the members of your den.

**Requirement 2**: Have your Lion adult partner or den leader read the Scout Law to you. Demonstrate your understanding of being friendly.

**Requirement 3**: Share with your Lion adult partner, during a den meeting or at home, a time when you have demonstrated the Cub Scout motto "Do Your Best."

**Requirement 4**: At home, with your parent or legal guardian, do the activities in the booklet "How to Protect Your Children from Child Abuse: A Parent's Guide." **Requirement 1**: Get to know the members of your den.

**Requirement 2**: Recite the Scout Oath with your den, including your Tiger adult partner.

**Requirement 3**: Have your Tiger adult partner or den leader read the Scout Law to you. Demonstrate your understanding of being trustworthy, helpful, or friendly.

**Requirement 4**: Demonstrate the Cub Scout sign, Cub Scout salute and Cub Scout handshake. Show how each are used.

**Requirement 5**: Share with your Tiger adult partner, at a den meeting or at home, a time when you have demonstrated the Cub Scout motto "Do Your Best."

**Requirement 6**:At home, with your parent or legal guardian do the activities in the booklet "How to Protect Your Children from Child Abuse: A Parent's Guide."

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The Bobcat Adventure is designed to be the first required Adventure. Requirements for Bobcat include getting to know members of the den and the "How to Protect Your Children from Child Abuse: A Parent's Guide" which are important activities to do with your den early on.

#### **BOBCAT BEAR (3RD GRADE)**





**Requirement 1**: Get to know members of your den.

**Requirement 2**: Recite the Scout Oath and Law with your den and den leader.

**Requirement 3**: Learn about the Scout Oath. Identify the three points of the Scout Oath.

**Requirement 4**: With your den create a den Code of Conduct.

**Requirement 5**: Learn about the denner position and responsibilities.

**Requirement 6**: Demonstrate the Cub Scout sign, Cub Scout salute, and Cub Scout handshake. Show how each is used.

**Requirement 7**: Share with your den, or family, a time when you demonstrated the Cub Scout motto "Do Your Best." Explain why it is important to do your best.

**Requirement 8**: At home, with your parent or legal guardian do the activities in the booklet "How to Protect Your Children from Child Abuse: A Parent's Guide."

#### **BOBCAT WEBELOS (4TH GRADE)**



**Requirement 1:** Get to know members of your den.

**Requirement 2:** Recite the Scout Oath and the Scout Law with your den and den leader. Describe 3

**Requirement 3:** Learn about the Scout Law.

**Requirement 4**: With your den create a den Code of Conduct.

**Requirement 5**: Learn about the denner position and responsibilities.

**Requirement 6**: Demonstrate the Cub Scout sign, Cub Scout salute and Cub Scout handshake. Show how each is used.

**Requirement 7**: At home, with your parent or legal guardian do the activities in the booklet "How to Protect Your Children from Child Abuse: A Parent's Guide."

#### BOBCAT ARROW OF LIGHT (5TH GRADE)



SCAN ME

**Requirement 1**: Demonstrate the patrol method by choosing a patrol name and electing a patrol leader. Discuss the benefits of using the patrol method.

*Requirement 2*: Get to know members of your patrol.

**Requirement 3**: Recite the Scout Oath and Scout Law with your patrol.

**Requirement 4**: With your patrol create a Code of Conduct.

**Requirement 5**: Demonstrate the Scout sign, Scout salute and Scout handshake used by Scouts BSA. Show how each are used.

**Requirement 6**: Learn the Scouts BSA slogan and motto.

**Requirement 7**: With your patrol, or with your parent/legal guardian, visit a Scouts BSA troop.

**Requirement 8**: At home, with your parent or legal guardian do the activities in the booklet "How to Protect Your Children from Child Abuse: A Parent's Guide."



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# COMMITTEE MEMBER OPPORTUNITIES

#### SECRETARY/COMMUNICATIONS

- Maintain a contact list of all Cub Scouts and parents for communications purposes. The secretary and den leaders should serve as the only leaders sending out information from the pack.
- Maintain minutes from committee/leader meetings.

#### **ACTIVITIES/SPECIAL EVENTS COORDINATOR**

Arrange pack activities throughout the year and special events. Some activities are:

- Pinewood Derby
- Blue and Gold Banquet
- Community Service Project

#### MEMBERSHIP

- Maintain registration and fee records of all Cub Scouts and parents.
- Orient new families on the registration process as they join throughout the year.
- Organize with district representatives to plan the fall/spring new Cub Scout recruitment event.

#### TRAINING

- Ensure all leaders have access to training on-line.
- Maintain training records for all leaders in the pack.

#### TREASURER

- Maintain and present budgets, accounts, and financial statements to the pack committee
- Maintain a record of each Cub Scout's account if pack credits youth for product sales.
- Work with the fundraising chairman to coordinate sales.
- Reimburse leaders for expenses they might incur for approved den projects.

#### CAMPING

- Work with Cubmaster to plan and execute pack camping trips.
- · Communicate camping trip supply list with pack parents.
- Coordinate registration of Cub Scouts for Cubs and Family weekends.
- Serve as the trained BALOO leader for pack camping trips.

#### **ADVANCEMENT**

- Work with each den leader to ensure that advancements are turned in each month prior to pack meeting.
- Track and maintain records of each Cub Scout so that all leaders know the status of each Cub Scout's rank.
- Purchase ranks and advancements patches from Scout Shop each month prior to the pack meeting advancement ceremony.



#### **FUNDRAISING CHAIRMAN**

- Coordinate Popcorn Sale/Scout Cards Sale kickoff with the Cubmaster.
- Encourage parents to participate in all pack's product sales.
- Work with pack treasurer to maintain sale records.
- Serve as the pack contact person for fundraising sales.







# Council Camping portunit

## **SHOOTING SPORTS DAY**

Jump start your family's year of Scouting by attending your district Shooting Sports Day! This is a quick fun and way for your Scout to experience one of the best areas of Scouting shooting sports. While fun, it is also safe. We have trained range safety officers who control each range. This event is open to all Scouts.

## **CUB AND FAMILY WEEKEND CAMPOUT**

The Cub and Family Campouts are designed to give your Cub Scout or Webelos Scout and their family an opportunity to spend a fun-filled weekend together in the outdoors. They will learn more about each other by working and playing together within a planned program of activities. These weekends during the fall are held at Boxwell Reservation just east of Nashville.

### **CUB ADVENTURE CAMP**

Day Camp is a fun-filled week of adventure for Cub Scouts who will be in the 1st-5th grades. The Middle Tennessee Council holds the Monday through Friday summer day camps in various geographic locations. These camps offer a range of activities which may include archery, arts and crafts, BB's, field sports, nature, Scout skills and many other themed activities. All camps place a special emphasis on safety procedures.

## **FAMILY SCOUTING AT CUBWORLD**

Are you ready for an adventure of a lifetime? During June and July, Cub Scouts and Webelos Scouts are given the opportunity to enjoy a long-term camping experience at Resident Camp, located at Boxwell Scout Reservation's Cub World.

What kinds of activities will you get to do while at camp? Swimming, fishing, archery, BB's, and Belt Loop activities throughout the camp. Scout staff are on hand to assist with these programs. During your free time, you will be able to hike and explore Boxwell Reservation.

All the meals are served in an air-conditioned dining hall. You will sleep in a provided wall tent with a platform and a cot. Restrooms are available throughout the camp.



For more information about all of the Council camping opportunities and other adventure activities, please contact your district executive or visit our website at www.mtcbsa.org.



# Frequently Asked Questions

## If I'm a parent, and would like to know how I can help, or want to know more about Cub Scouts, how do I get more information?

You can go to the www.mtcbsa.org website and click on the "Volunteer button" then "New Leader button". The resource will explain the steps in becoming a new leader.

#### I just signed up to be a leader in the pack. What do I need to get started?

The Middle Tennessee Council has many opportunities to take training. First, check out the www.mtcbsa.org website for the latest training opportunities. Youth Protection is required. You can set up an account at my.scouting.org.

#### How often do we meet and may parents attend those meetings?

Cub Scouts meet in their own dens about once each week, and a pack meeting is held for all Cub Scouts and their families once a month. It is important for parents to pitch in at meetings. Sometimes parents will be asked to lead a den meeting or pack meeting.

#### Where can I purchase uniforms and other program materials?

The Middle Tennessee Council has two Scout Shops that can service your uniform, handbook, and other program needs. They are located in Clarksville and Nashville. The Scout Shop has a section under the www.mtcbsa.org website. You can find the directions, hours of operation and contact information.

#### If a youth joins as a an older Cub Scout, may they go back and earn previous ranks?

The simple answer is no. A new Cub Scout will first earn the Bobcat badge, regardless of age, and then begin working on the rank appropriate to their den/grade level.

## I have just registered for an event at Boxwell Scout Reservation. How do I get there and do you have a map of the camp?

Under the camping tab of the mtcbsa.org website, you can get a map of Boxwell Scout Reservation and directions on how to get there.

#### How do I get information from my District Executive?

On the www.mtcbsa.org site, go to the District page or call the Council office at 615-383-9724.

#### Is Financial Assistance available for families?

In certain situations, financial assistance may be requested. You should contact your unit leader to inquire as to what funds may be available. They can follow up with professional staff as needed.

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First floor of Scout Service Center 3414 Hillsboro Pike NASHVILLE, Tennessee 37215 Phone: 615-383-0753 Fax 615-385-1646 1-800-899-6622

#### Nashville Scout Shop Hours \*

Monday-Friday 8:30 AM - 5:00 PM Saturdays 10:00 AM - 2:00 PM

#### **CLARKSVILLE SCOUT SHOP**

Inside Clarksville Office Now 1860 Wilma Rudolph Boulevard CLARKSVILLE, Tennessee 37040 Phone: (931) 230-0930

#### **Clarksville Scout Shop Hours**

Monday, Wednesday, and Friday 1:00 PM - 5:00 PM Saturdays 10:00 AM - 2:00 PM

MAIL ORDERS P. O. BOX 150409 NASHVILLE, TN 37215 ATTN: SCOUT SHOP

## **AREA DISTRIBUTORS**

Cumberland Mountain Outdoor Sports Cookeville, Tennessee 931-526-6239 Ted's Sporting Goods Columbia, Tennessee 931-388-6387 Taylor's Archery and Outdoors 100 East Lauderdale St. Tullahoma, TN 37388 931-563-7706