



Veterans of Foreign Wars of the United States

Department of Washington

SCOUT TEAM GUIDEBOOK



1. OVERVIEW: The Boy Scouts of America and the Girl Scouts of America continue to provide youth programs for use by qualified organizations. The VFW is an ideal organization to incorporate into our planning for youth programs in our local communities. Many VFW posts are able to provide direct support to Scouting units thru sponsorship. This also serves as a means to attract potential VFW members through their family interests and gain recognition in our communities. We can also gain visibility in the community thru working with other community organizations in supporting the Scouting effort thru partnering in supporting a Scouting unit sponsored by another organization.

2. PURPOSE: The Department of Washington Scout Team purpose is to foster this relationship with the VFW and Scouting programs within the state of Washington.

3. Objectives are:

- a. Foster partnering with Scouting Units
- b. Enhance scout-related information within the Department
- d. Introduce Scouts to VFW activities and volunteerism
- e. Provide a positive image to a new generation of potential service members
- f. Help the Scouting programs grow in our communities
- g. Support the selection of the Department's Scout of the Year

4. Advantages are:

- a. Scouts are often willing to do service projects that benefit the Post directly such as Flag retirement, maintenance of Post facility and grounds, assistance with Buddy Poppy distribution, color guards, and participation in Post community activities and events.
- b. Working with scouts provides incentives for veterans with young families to join and become active members.
- c. Post members can serve as mentors and provide a positive image to a new generation of potential service members.
- d. Recognition of scouting provides Posts with a positive public visibility.
- e. Scouts often join the military, become eligible and become members of the Post.

5. ORGANIZATION: Our Department appoints a VFW member to be the Chair of the Department of Washington State Scout Team. The Department Scout Team Chair needs to have a background in the BSA Scouting program as well as an active VFW experience. That individual is responsible for organizing the Department Team of Scouters.

a. The Scout Team Chair's responsibilities include but are not limited to:

- (1) Maintain frequent communication with the Department, District, and Post Commanders and Line Officers. This includes reports during Mid-Winter Conferences, Department Conventions, Schools of Instruction, Council of Administration, etc.
- (2) Maintain an open line of communications with and between Scout Team Members and those interested in supporting the Scout Team's efforts.
- (3) Recruiting, organizing, training, and maintaining an effective Scout Team within the Department. Recruitment of Post members to the Department Scout Team must have the approval of the individual's Post Commander.
- (4) Ensuring that Team members are active VFW members. If the members will be working directly with Scout youth, they must be registered as members of the BSA and be current with the BSA Youth Protection Training.
- (5) Maintain copies of all applications and approval status and publish a list of all Scout Team members and make the list available to posts throughout the department.
- (6) Coordinating with the Department Commander and Quartermaster for a Department Scout Team expense budget and Scout of the Year recognitions.
- (7) Ensure appropriate recognition is provided to:
 - (a) Post and Districts demonstrating active participation in the Department's Scouting Program through the Scout Post of the Year award.
 - (b) Active members of the Department Scout Team.
 - (c) Individuals who have excelled in support of the Scout Team

b. Department Scout Team members' responsibilities include but not limited to:

- (1) Submit the completed "Nomination for State Team of VFW Scouters" to the Department Scout Team Chair for processing. (Attachment 1)

- (2) Establish a network of VFW members within their geographic area who express an interest in the Scouting Program.
- (3) Become familiar with Scout Units and their Leaders, and BSA/GSA Scout Professionals, in their area.
- (4) Maintain rosters of names and contact information of information contained in (2) and (3) above. This will ensure there is continuity of the Scouting program should the Team Member become temporarily absent.
- (5) Become knowledgeable of the Department Patriot's Pen and Voice of Democracy Scholarship program. Scouts are excellent candidates to participate in these program contests. Posts must be encouraged to approach Scout Units in their area, explain these programs, and solicit entries. NOTE: the first action needs to begin in August (of each year) and culminate with the submission applications to VFW Posts by October 1st.
- (6) Become knowledgeable of the Department Scout of the Year Scholarship program. NOTE: the first action needs to begin in November/December (of each year) and culminate with the submission of Scout of the Year applications to VFW Posts by March 1st.
- (7) Coordinate with their District Commander, as needed, to present periodic reports on the status of the Department and District Scouting Program.
- (8) Seek out opportunities that will foster VFW/Scouting Joint Activities. These activities can be initiated by VFW Posts, individual Scout Units, and even partnership with other community organizations such as the American Legion, schools, churches, and Rotary Club.
- (9) Promote VFW/Scouting joint activities with the local news media.
- (10) Encourage VFW Posts to officially charter a Scout Unit. The local BSA/GSA Scout Office will be more than happy to assist VFW Posts with the process of Chartering a Scout Unit. The unit Charter Organization Representative (COR) needs to be an active member of the Post who charters the Scout Unit. The Department Scout Team Chair can assist Team Members to identify the appropriate BSA/GSA Office.
- (11) Attend Department Scout Team meetings and training events. These meetings will allow Team Members to share successes and ideas, discuss any additions or changes, and enhance consistency within the Department Scouting Program.
- (12) Review the requirements in Attachment 2 for the VFW Scouters Achievement Award and make it a personal goal to earn this award. This is the highest award VFW can present to a BSA Scouter.

c. District Scout Representative:

- (1) It is recommended that VFW Districts identify a Scout Representative to support and coordinate all scouting activities within their district.
- (2) The District Scout Representative should rely on the Department Scout Team Members to assist in their efforts.
- (3) The District Scout Representative should encourage their Posts to establish links with local Scout Units to foster activities that will support the opportunity to provide Post patriotic outreach, Scout community support and Scout advancement projects.
- (4) The District Scout Representative will coordinate the submission of Scout of the Year Program candidates from the Posts in the District. If there are more than one candidate, recruit Judges to assist in the selection of a single candidate to transmit on the Department.

d. Post Scout Representative:

- (1) It is recommended that VFW Posts identify a Scout Representative to support and coordinate all scouting activities within their Post.
- (2) The Post Scout Representative should rely on the Department Scout Team Members to assist in their efforts.
- (3) The Post Scout Representative should encourage links with local Scout Units to foster activities that will support the Post's patriotic outreach and provide the Scout Units with an opportunity to provide community support and advancement projects.
- (4) The Post Scout Representative should work with the Post's Voice of Democracy and Patriot's Pen point person to distribute information to Scout Units.
- (5) The Post Scout Representative should encourage and coordinate the submission of Scout of the Year Program candidates. If there are more than one candidate, recruit Judges to assist in the selection of a single candidate to transmit on the District.

Attachments

1. Nomination representative on the VFW Department of Washington State Team of VFW Scouters
2. VFW Scouters Achievement Award
3. VFW Scout of the Year program Forms
4. Scout Post of the Year program Forms