# Minsi Trails Council 2020 Cub Scout Recruitment Responsibilities

## Pack Responsibilities

### Before 1st and 2nd Joining Night
- **Recruitment Planning Meeting**
  - Attend recruitment planning training in early summer.

- **Pack Calendar & Budget**
  - Create a Pack Calendar for the coming year including Pack meeting schedule and District/Council events. Establish a Pack budget and cost of activities.

- **Back to School Night**
  - Attend back to school nights and have a table with sign up materials, if possible.

### Joining Night
- **Youth Activity**
  - Plan an activity for the youth to do while the parents fill out applications, like a knot station or games.

- **Adult Leadership Participation**
  - Have at least 2 leaders available to hand out Pack information, answer questions, and meet new parents.

- **Take Sign-in Sheet**
  - The Pack should have a sign-in sheet to contact new parents.

### AFTER JOINING NIGHT
- **Contact Interested Scouts**
  - After every Joining Night, families who could not attend, contact them within 48 hours.

## Joint Responsibilities

### Before 1st and 2nd Joining Night
- **Recruitment Planning Meeting**
  - Attend recruitment planning training in early summer.

- **District Joining Night Schedule**
  - Units and District will schedule joining nights.

- **Recruitment Yard Signs & Peer to Peer Cards**
  - The District will work with units to set up yard signs at schools and other locations before recruitment night. Distribute Peer to Peer cards to youth.

- **Respond**
  - Respond to all beAScout leads within 48 hours of receipt.

- **Communicating Other Needs for Recruitment**
  - Units and District consistently communicate the overall needs. Mutually work on securing Principle and PTG’s.

## District Responsibilities

### Before 1st and 2nd Joining Night
- **Recruitment Planning Meeting**
  - Schedule and promote a recruitment planning roundtable/kick off in summer.

- **Schedule Scout Talks and Joining Events**
  - Work with the Schools and the School Districts to schedule in-school talks. Collaborate with units on in-school talks and joining nights confirmations.

- **Create Recruiting Flyers**
  - Create join Scouting event flyers with activity invites, dates, locations, times, and unit contact information.

- **Distribute Recruiting Flyers**
  - In-school flyers for school night recruitment delivered 7-10 days before School Night Joining Event.

### Joining Night
- **Scout Talks**
  - The District will do Scout Talks in schools whenever possible. Pack assistance welcome and encouraged.

- **Joining Night Supplies**
  - The District will provide Sign-in sheets, youth/adult applications, and District event flyers. If offered in current Membership Plan—Incentives.

### After Joining Night
- **Follow Up w/ Units**
  - Units and District consistently communicate the any and all future needs.