



The **Order of the Arrow Troop Representative** is a youth serving his troop as the primary liaison to the troop's lodge or chapter. He meets the unit's needs by providing a communication and programmatic link to and from all Arrowmen, Scouts who are not presently members of the Order, and adult leaders. These efforts are meant to assist the unit and its members in achieving the mission of the Boy Scouts of America, and at the same time fulfilling the lodge's role in the Strategic Plan of the Order of the Arrow of being an integral part of the council. By setting a good example, he will enhance the image of the Order as a service arm to his unit.

### **OA Troop Representative Duties:**

- Attends troop and chapter or lodge meetings regularly as a youth representative of the troop and Order.
- Serves as a two-way communication link between the troop and the lodge or chapter.
- Arranges with the lodge or chapter election team to conduct an annual Order of the Arrow election for the troop at a time approved by the Patrol Leaders Council.
- Arranges with the lodge or chapter for at least one camp promotion visit to the unit annually.
- Makes at least one high adventure presentation to the troop, to include the OA programs, annually.
- As requested by the SPL, participates in Troop Courts of Honor by recognizing: high adventure participation of troop members, induction of new OA members, changes in OA honors of troop members, leadership of troop members, and other appropriate activities.
- Coordinates the Ordeal Induction process for newly elected candidates by: ensuring they know the time and location of the Ordeal, providing information of what to bring to the Ordeal, assisting (as needed) in arranging transportation to the Ordeal, and offering assistance (as needed) to the lodge in the Ordeal process.
- Assists current Ordeal members in the troop in sealing their membership by becoming Brotherhood members by: ensuring they know the time and location of Brotherhood opportunities, assisting (as needed) in arranging transportation to the Brotherhood opportunities, and offering assistance to the lodge (as needed) in the Brotherhood process. He may also, at the discretion of the PLC, offer periodic training and discussions of OA principles, symbolism, and the Legend as needed by and appropriate for the troop members of the Order.
- Leads at least one troop service project for the community or charter partner during the year. May also serve, at the discretion of the PLC, as the troop's service chairman.
- Assists the troop (as appropriate) as a trainer of leadership and outdoor skills.
- In all cases, advocates environmental stewardship and Leave No Trace camping.
- Sets a good example by: wearing the Scout uniform correctly, showing Scout spirit, and living by the Scout Oath, the Scout law and the OA Obligation.

### **Qualifications:**

- Under 18 years old
- Appointed by SPL with SM approval
- OA Member in good standing

### **Reports To:**

- Senior Patrol Leader
- May be included as a member of the PLC at the discretion of the troop leadership.
- Serves for a 12 month period
- Appointed 60 days before the unit election to facilitate election procedures and fulfill follow-up duties
- May continue to coordinate with Ordeal candidates elected during his term as they progress to Brotherhood membership even after his term has expired.



### **Flow of Information**

The following is a list of information that needs to flow between the OA Troop Representative and the Lodge or Chapter:

#### **Lodge/Chapter to Unit:**

- Lodge/Chapter Calendars
- Unit Elections visit
- Camp Promotions visit
- Community service project opportunities
- Invitations to Ordeal members to obtain Brotherhood membership
- Invitations to candidates to attend their Ordeal
- Resource lists
- OA Representative Registration Forms
- Encourages OA members to be active in their Lodge and Chapter

#### **Unit to Lodge/Chapter:**

- Does the unit conduct monthly campouts?
- Does the unit attend a long-term camp?
- Do the unit's older scouts participate in high adventure programs?
- Does the unit need assistance with its outdoor program?
- Does the unit need assistance with community service projects?
- Does the unit need assistance with training?
- Do the unit's OA members participate in Lodge and Chapter functions?
- Name of the new OA Troop Representative
- Reaction of the Troop members to the Lodge and Chapter program

## **Role of the OA Troop Representative Adviser**

The adviser to the Troop Representative assists the youth Representative so that he might succeed in his role as the communication and programmatic link between the unit and the Lodge or Chapter. The adviser helps to include the Order of the Arrow ideals and activities in the program of the troop. By setting a good example, the adviser enhances the image of the Order as a service arm to the unit.

### **Duties of the Adviser to the OA Representative:**

- Supports the youth he or she advises, helping him to fully understand the needs of the unit and the elements of the lodge and chapter structure that are responsible for support to the unit.
- Promotes the incorporation of OA ideals into the advancement program of the unit, in unit leader conferences, boards of review, and courts of honor. Promotes recognition of members who have completed their Ordeal, achieved Brotherhood, or been inducted into Vigil Honor membership within the unit.
- Attends lodge and chapter meetings with the youth he or she advises.
- Insures that the OA Representative has the necessary transportation.
- Helps the Lodge, Chapter, or Extended Elangomat in insuring that messages and documents regarding the achievement of Brotherhood reach Ordeal members in the troop/team and works with the OA Representative to assess their impact.
- Assists the OA Representative in providing feedback to the Lodge or Chapter the reaction of the unit and its OA members to the success of the OA programs which affect the unit, including Ordeals, unit elections, call-outs, camp promotion visits, meetings and service projects.
- Sets a good example
- Enthusiastically wears the Scout uniform correctly.
- Lives by the Scout Oath, Scout Law and OA Obligation
- Shows Scout spirit

### **Qualifications:**

- A unit assistant leader or committee member at least 21 years old
- Appointed by the Scoutmaster with the approval of the unit Committee Chairman
- OA Member in good standing

### **Reports To:**

- Troop Scoutmaster