

SAMPLE AGENDA FOR PARENT ORIENTATION MEETING

Schedule this meeting **AFTER** your *Join Scouting* event with all parents and leaders. This meeting is conducted by the Cubmaster, Committee Chair and Unit Commissioner and should take place one week after the *Join Scouting* event.

I. Welcome and Introductions—Cubmaster

II. How Our Pack Operates—Cubmaster

- How Den and Pack meetings work
- Pack Special Activities/Camping
- Share unit calendars and information sheets

III. The Advancement Program—Committee Chair/Advancement Chair

- An adult's role in helping their child advance.
- When advancement is presented.
- Catching up if you must miss a meeting.

IV. Who pays for Scouting—Committee Chair

- National Registration Fee vs. Pack Fees and Den Dues
- Where to get a uniform and book (Scout Shop Flyer)
- Pack fundraisers (This is the Fall Popcorn Sale announcement and details)
- Available financial aid (Council and Pack)

V. Organize Dens—Cubmaster

- Provide time for existing den leaders to meet their new members.
- Have an experienced leader work with new dens that are forming or dens that need a new leader.
- Confirm all dens have their first meeting time, date, and location set.
- Handout & review requirements for Bobcat. State that it is the goal of the Pack to present each new youth their Bobcat badge no later than the October pack meeting.

VI. Other Volunteer Opportunities—Committee Chair

- Pack needs and job descriptions.
- Fill vacant positions and complete adult application, Disclosure Authorization and Youth Protection Training.

VII. Training Unit—Commissioner/Cubmaster

- Explain how to complete online training to each new leader.
 - Youth Protection must be completed prior to submitting adult application to Council office.
 - Leader Specific Training
- Explain what Roundtable is and encourage attendance.

VIII. Wrapping Up—Cubmaster

- Invite all leaders to the next Leaders Meeting.
- Review date, time, and location for next Pack meeting.
- Make sure everyone has contact information for Pack leadership and Den Leaders.
- Thank everyone for attending!

IX. After the Meeting—Cubmaster/Committee Chair

- Make sure each new den leader receives the appropriate Den Leader Guide.
- Arrange to have an experienced leader attend each new den leader's first den meeting.
- Follow-up with each adult that took on a new volunteer role to get them involved right away.

Remember to have a fun activity set up for any kids that attend the Parent Orientation Meeting!