



September 15, 2023

## Policy – Required training for adult leaders

**This policy establishes requirements and expectations for the required training for adult leaders in the council.**

**Changes to this policy must be approved by the Executive Board. No exceptions are granted in the policy.**

1. **Justification:** Every Scout wants and deserves a trained leader.
  - a. Training promotes the retention of leaders if they have knowledge of their position's duties and resources available to provide the scouting program.
  - b. Training promotes retention of scouts when the promised scouting program is delivered.
  - c. Training of leaders contributes to membership growth.
2. **Policy.**
  - a. All required training must be completed prior to approval to serve in a position. The council service center must be able to verify completion before approval for registration in the position.
  - b. New adult leader or change in position of an adult leader.
    - 1) Youth Protection Training (YPT).
      - a) Completion of BSA's youth protection training is required.
      - b) Must be completed each calendar year, at any time during the year. Thus, at the time of registration (new or renewal), the YPT must have been completed in that same calendar year.
      - c) The training is available on-line or scheduled classroom training (see Training page of Council's website for scheduled classroom training).



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- 2) Position training. Completion of all specific training for the position for which the individual is registering.
  - a) Unit positions. Completion of position-specific training is required to register for all unit leader positions, which includes all the following positions. See the Training page of Council's website for the listing of required courses. With some exceptions, the training is available on-line or in-person training of a group may be requested.
    - i. Scouts, BSA - Troop Committee Chair.
    - ii. Scouts, BSA - Scoutmasters and Assistant Scoutmasters. Additional information:
      - Scoutmaster position-specific training. The training is available on-line and through in-person training events (see Training page of Council's website for scheduled classroom training).
      - Hazardous weather training (suggested prior to attendance in Introduction to Outdoor Leader Skills). The training is available only on-line. Must be retaken every two years.
      - Introduction to Outdoor Leader Skills (IOLS). The training is available only through in-person training events (see Training page of Council's website for scheduled classroom training).
    - iii. Cub Scouts – Pack Committee Chair, Cubmaster, Assistant Cubmaster, and Den Leader.
    - iv. Venturing – Crew Committee Chair, Crew Advisor, and Associate Advisor.
    - v. Exploring – Post/Club Committee Chair, Post/Club Advisor, and Associate Advisor. Training currently available only online.
    - vi. Sea Scouting – Adult Leader.
    - vii. Chartered Organization Representative (COR) for a troop, pack, crew, ship, or post/club. The training is available on-line or scheduled classroom training (see Training page of Council's website for scheduled classroom training).
    - viii. Committee member in a troop, pack, crew, ship, or post/club.



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- b) Merit badge counselors.
  - i. All individuals are required to complete the position-specific training for merit badge counselors prescribed by National BSA to serve as a merit badge counselor in the council. The training is available on-line or scheduled classroom training.
  - ii. The implementation plan for this change in the required training policy for Merit Badge Counselor training is as follows:  
Effective November 1, 2023, all individuals applying for the first time to serve as a merit badge counselor must meet the training requirement as a prerequisite for approval as a counselor.  
Effective June 1, 2024, all individuals currently approved to serve as a merit badge counselor must meet the training requirement as a prerequisite for renewal as a counselor.
- c) Council and district positions. No position-specific training is required to register for the following council and district positions. However, completion of all position-specific training is required to be considered trained for the position. Thus, prior to starting to serve in the position, the individual is strongly encouraged to complete all the training required by BSA National for the position. The training is available only on-line. See the Training page of Council's website for the listing of required courses.
  - i. Council member-at-large.
  - ii. Council executive board member.
  - iii. Council committee chair or member.
  - iv. District chair.
  - v. District committee chair or member
  - vi. All commissioners.
- c. Annual renewal. If an adult leader will serve in the same position for the year in which they are renewing, the youth protection training is the only required training that must be updated every year. All position-specific training previously completed remains valid, except hazardous weather training (as noted).

