



## HOW TO START A NEW CUB SCOUT PACK

Cub Scouting is designed for parents to spend time with their children. The volunteer model of our organization is unique when compared to other youth programs and as a result new parents are not necessarily expecting to be asked to volunteer or actively participate. It is vitally important that every parent is asked to serve in a volunteer role at their 1<sup>st</sup> Cub Scout meeting which should be the Parent Orientation Meeting. Whatever the experience new parents have at the parent orientation meeting, they will typically mimic for the rest of their time in Scouting.

The following process is a proven way to quickly get a new Cub Scout Pack started at an elementary school while recruiting the parents as volunteers and providing them with the resources needed to be successful. This plan utilizes multiple additional resources that are available on [www.awbsa.org](http://www.awbsa.org)

### 1. **Pre-Work:**

- Work with the Registrar to set up the Pack in [my.scouting.org](http://my.scouting.org) with a unit number and a [beascout.org](http://beascout.org) pin. This will allow for online registration.
- IMPORTANT! Create an annual plan for the pack using the resources available on [www.awbsa.org](http://www.awbsa.org)
- Schedule and heavily promote the sign-up night including Scout talks, yard signs, flyers, stickers, etc.
- Update the Parent Orientation PowerPoint for the sign-up night.
- Recruit 2 volunteers to help with the Cub Activity Time during the presentation.

### 2. **Hold a sign-up night with parent orientation meeting at the local elementary school:**

- Utilizing the “5-steps to a successful Fall Recruitment” Document hold the sign-up night.
  - **Important:** Hold The Parent Orientation Meeting as part of the Sign-up Night.
- Set up the room with tables separated by Dens and use the Table Tents.
  - As families arrive, welcome them, have them register, and ask them to sit in their new Den.
  - Provide Handbooks to those who join & pay.
- Using the Parent Orientation PowerPoint, teach the families about Cub Scouts and their new pack.
  - Have 2 volunteers take the Scouts for Cub Activity Time.
  - Utilize the **Magic Circle** and recruit the new parents to be leaders.
    - A Cub Scout Den operates using the Cub Scout Handbook – which we provide. Very few additional resources are required to operate the program.

### 3. **Ask the new parents/leaders to help find a meeting location and/or chartered organization:**

- Tell the families how excited you are for them and for the fun they will have this year.
- Inform them that we are still working to find a meeting location for the new pack and ask them if they can think of, or have a relationship with any of nearby churches, civic organization, or other locations that could allow us to meet or possibly be a chartering organization.
  - Listen, take notes, and use what you learn to set up meetings and find the unit a meeting location.

### 4. **Before they leave:**

- Ensure every family has the annual pack plan.
- Provide adults with online registration information and explain Youth Protection Training.
- Make sure they have shared their contact information with each other.
- Fill out the New Den Roster form and give carbon copies to Cub Master & Committee Chair

### 5. **Council-Owned Unit Option:**

- One tool in your toolbox is to have our Council own the unit. This can be a long-term option or a short-term solution until you can identify a chartering organization.
- With the Council-Owned Unit, the Council Commissioner is the Executive Officer and a Unit Commissioner (approved by the Council Commissioner) serves as the Chartered Representative.
- This option can also help with the required number of unit leaders, if you have low turnout at the sign-up night.