



Scouting America

Circle Ten Council

Venturing Officers' Association

President and Vice Presidents

Application Form

The following applicant is applying to be considered for the position of Council Venturing President and/or Vice President. Descriptions of responsibilities for each position are provided below. Terms run from June 1st through May 31st of the following year.

This is a multi-part application that includes a written (typed or printed, legibility matters) statement of qualification and a statement on why you want to serve and what you hope to accomplish in the position for which you are applying.

(Type or print)

Name: _____

Address: _____

Day: _____ Evening: _____ Cell: _____

Phone: _____

Email _____

Age at beginning of term: _____

Will you turn 21 before the end of your term? _____

Currently registered in Crew / Ship / Post Number: _____

A nominee can apply for any one or all positions. His or her qualifications for the positions for which they are applying should be attached and be on no more than one 8½ x 11-inch page. Applicants seeking nomination for multiple positions may, at their own choosing, submit separate statements of qualifications for each desired position.





I am interested, able, and willing to serve (Check all that apply):

- _____ Council Venturing President
- _____ Council Venturing Vice President of Administration
- _____ Council Venturing Vice President of Program
- _____ Council Venturing Vice President of Communication
- _____ Council Venturing Vice President of Media
- _____ Council Venturing Liaison to Sea Scouts

The applicant’s statement of qualifications should include (submit with this application form):

1. Experience as Crew President, or other Venturing youth office
2. Venturing/Scouting positions, awards, and experiences
3. Non-Scouting awards, recognitions, and scholarships
4. School, clubs, sports, and other leadership positions
5. Please list the activities you plan to participate in and leadership positions you plan to hold while you are on the VOA (e.g., Crew President, NYLT Staff / SPL)
6. A statement on why you want to serve and what you hope to accomplish in the positions applied for

I, the applicant, hereby certify that I meet the qualifications for the above positions. I understand that while I may apply for multiple positions, if selected, I can only serve in one position per year. I hereby agree with the terms outlined for the positions on the attached sheet.

Applicant Signature: _____ Date: _____

I, the parent of the applicant, understand my son/daughter’s desire to serve the Circle Ten Council on the Venturing Officers’ Association and the requirements of this commitment. I will support his/her commitment to the VOA.

Parent(s) Approval: _____ Date: _____

I, the crew advisor of the applicant, understand this applicant’s desire to serve the Circle Ten Council on the Venturing Officers’ Association and the requirements of this commitment. I will support his/her commitment to the VOA.

Crew Advisor Approval: _____ Date: _____





All submissions for Council Venturing President and Vice-President positions are due by **May 2nd at midnight**. The complete submission package must be received by the deadline listed, unless granted an extension, and should be returned to:

circletenvoa@gmail.com

RESPONSIBILITIES OF EACH POSITION

Council Venturing President

Responsibilities:

1. Plan and lead the Scheduled VOA Meetings
2. Attend Council Committee meetings as needed
3. Attend other crew/ship meetings when available
4. Gain an understanding of crews/ships in the Venturing program
5. Host selection process for new VOA leadership
6. Work with volunteer advisors and staff advisors of their own VOA and with Venturing Presidents at Unit, District, Council, Area, Region and National level
7. Appoint committees (including officer and VLA nominating committees) and supervise vice presidents, VOA liaisons, and additional optional VOA youth positions
8. Motivate and coordinate the vice presidents, and other appointed VOA members in assigned tasks and conducting meetings with them as needed
9. Help train and mentor presidents in crews as needed
10. Assist VOA members with the selection of subsidiary youth members
11. Assist the volunteer advisor with selection of subsidiary advisors





Council Venturing Vice President of Administration

Responsibilities:

1. Attend Scheduled VOA Meetings
2. Attend other crew/ship meetings when available, but not required
3. Gain an understanding of crews/ships in the Venturing program
4. Assist selection process as needed, for new VOA leadership
5. Follow through with Council/District membership initiatives when asked
6. Work with an associate volunteer advisor of the VOA
7. In consultation with the president, appoint and supervise subsidiary positions needed
8. Perform the administrative functions of the VOA
9. Develop and implement strategies to increase Venturing membership within the districts
10. Actively pursue positive relationships with representatives of Scouting America-chartered organizations, religious groups, businesses, community organizations, and other groups of interest to the VOA and Venturing
11. Promote and facilitate the selection and presentation of the Venturing Leadership Award and other appropriate Venturing awards in the Council
12. Maintain records of recognition, membership, officer selections, and VOA leadership alumni
13. Keep contact with VOA alumni for possible future mentor or advisor roles when needed
14. Perform any other duties as assigned by the president
15. Shall immediately assume the office of Council Venturing President, should that office become vacant, until further election procedures are enacted



Council Venturing Vice President of Program

Responsibilities:

1. Attends scheduled VOA
2. Attend other crew/ship meetings when available
3. Gain an understanding of crews/ships in the Venturing program
4. Assist in the selection process as needed, for new VOA leadership
5. In consultation with the president, appoints and supervises subsidiary youth positions needed to perform the program functions of the VOA
6. Work with an associate volunteer advisor of the VOA
7. Supervise activity chairs and the planning of activities (conference summits, District Venturing Assembly and other events)
8. Facilitates internal training events of the VOA
9. Promotes external training events and maintains a knowledge base of all training opportunities available for youth and adult members in Venturing
10. Manages VOA finances, if required
11. Coordinates and implements innovative ideas for development
12. Is responsible for the oversight and support of all program areas and the implementation of said programs at the Council level
13. Performs any other duties as assigned by the president



Council Venturing Vice President of Communication / Media

Responsibilities:

1. Attend scheduled VOA Meetings
2. Attend other crew/ship meetings when available
3. Gain an understanding of crews/ships in the Venturing program
4. Assist the selection process as needed for new VOA leadership
5. In consultation with the president, appoints and supervises subsidiary youth positions needed to perform the communication functions of the VOA
6. Work with an associate volunteer Advisor of the VOA.
7. Studies and implements the best methods of communication to Venturing Crews and the VOA effectively
8. Ensure the VOA's web presence (web site, groups, pages, blogs, calendars, message boards, etc.) are being maintained, updated, and scaled appropriately for effective publication of information and collection of feedback
9. Submit articles about the VOA's activities to other Scouting media (e.g., district, council or region newsletter and websites)
10. Develop and maintain the tools to communicate with all relevant parties using a variety of methods such as telephone, text message, email, postal mail, and other methods of communication (such as Discord) as appropriate
11. Maintain rosters of VOA members (including Crew Presidents) and frequently involved people, including as many forms of readily available communication paths as possible, and identifies preferred methods, making it available to the VOA as needed and appropriate
12. Actively pursue contact information for people, groups, and businesses of interest to the VOA for marketing strategies, solutions, and materials
13. Record all minutes at meetings of the Council Venturing Officers Association and General meetings
14. Perform any other duties as assigned by the president



Council Venturing Liaison to Sea Scouts

Responsibilities:

1. Attends Scheduled VOA Meetings
2. Must be a Sea Scout to be Council Venturing Liaison to Sea Scouts
3. Attend other crew/ship meetings when available
4. Gain an understanding of crews/ships in the Venturing program
5. Assist selection process as needed, for new VOA leadership
6. Follow through with Council/District membership initiatives when asked
7. Works with an associate volunteer advisor of the VOA
8. In consultation with the president, appoints and supervises subsidiary positions needed to perform the functions of the VOA
9. Develop and implement strategies to increase Sea Scout membership within the Council
10. Actively pursues positive relationships with representatives of Scouting America chartered organizations, religious groups, businesses, community organizations, and other groups of interest to the VOA, Venturing, and Sea Scouts
11. Perform any other duties as assigned by the president

