

MERIT BADGE COUNSELOR POLICIES AND PROCEDURES

In order to serve as a Merit Badge Counselor in the Boy Scouts of America, an individual must be properly registered as an adult leader, be of good character, be 18 or older, be recognized by the council as having skills and/or education in the subjects for which serving as a Counselor and must be able to work effectively with Scout-aged boys.

To be registered as a Merit Badge Counselor, the National Boy Scouts of America requires the adult to submit the following. All forms are available on the Samoset Council website www.samoset.org.

1. A completed adult application & disclosure form
2. Merit badge counselor application (for Samoset this is an online form).
3. A copy of youth protection training certificate to Samoset Council, BSA. Youth protection (required every two years) training information attached.

A Merit Badge Counselor is registered at the council level and is expected to work with Scouts in all units. Counselors do, however, have the choice concerning who they will counsel. All Counselors will have their contact information published, in accordance with BSA policy, to help facilitate contact between the Counselor and the Scout. The council will have final review and approval of the application and badges chosen. A Chartered Organization Representative, Institutional Head, Scoutmaster or Troop Committee Chair does not have the authority to approve individuals as Merit Badge Counselors.

You are welcome to act as a Merit Badge Counselor for one Merit Badge or several, as you wish. However, the Samoset Council Advancement Committee strongly recommends a person select no more than eight (8) Merit Badge subjects. The Samoset Council Advancement Committee desires and encourages you to counsel Scouts from various troops, as the best experience for a Scout is exposure to a variety of merit badge counselors for diversity in adult contacts. Again, the spirit of the program is to expose the Scout to a wide circle of adults to help broaden his perspective.

Samoset will inform the individual of their approval. Renewal of their status will occur annually if the counselor is current in youth protection.

TECHNICAL QUALIFICATION

All Merit Badge Counselors must be recognized as having skills and education in the subjects for whom they serve as a Counselor. Merit Badge Counselor application forms must contain a complete description of experience, education, training, certifications and other factors that qualify them in the area they wish to counsel in. **If council review shows that the applicant does not have sufficient skills and/or education, approval to counsel in the subject area(s) will be denied.**

RESPONSIBILITIES

COUNCIL: The council advancement committee will review all counselors' qualifications and performance at least annually and decide whether a counselor should continue to provide services or not. Merit badge counselors may apply to remove or add merit badges at this time as well as anytime throughout the charter year.

UNITS: Unit leaders are responsible for helping with the recruitment and training of merit badge counselors and for ensuring that counselors fulfill their responsibilities to the Scouting Program and the Scouts. Units need to keep in mind National BSA policy requires and an Adult application for every position in which an individual wants to serve. Example: An individual who wants to serve only as a merit badge counselor fills out one application. A Scoutmaster fills out two applications-one for Scoutmaster and one for counselor.

MERIT BADGE COUNSELORS:

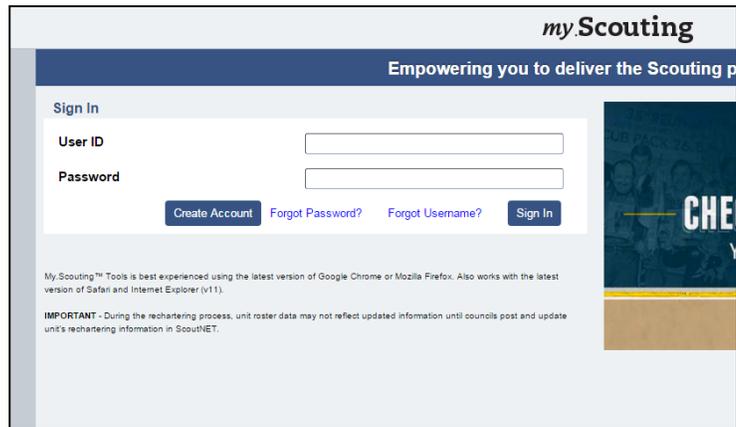
1. The requirements for all Merit Badges are very clear and specific. Merit Badge Counselors must adhere to those requirements as written. Specifically, if the requirement says, "*write, make, show, describe, demonstrate, etc.*" than each Scout must do just that. Note each requirement has an action – i.e. *demonstrate*. Counselors may not add or subtract for any requirement – nothing more, nothing less. (Note, the only exception would be Scouts with disabilities or special needs.) We would expect counselors to acquire a merit badge pamphlet on each subject area that they will be counseling.
2. The Samoset Council Advancement Committee expects all Merit Badge Counselors to be trained. Training is available through my.scouting.org.
3. One on one contact between adults and youth members is not permitted in the Boy Scouts of America. Have a Scout and his buddy or a Scout and a parent present at all instructional sessions.

QUESTIONS: CALL 715-355-1450 OR EMAIL SUPPORT@SAMSOET.ORG

Steps to Complete Youth Protection Training

The Boy Scouts of America places the greatest importance on creating the most secure environment possible for our youth members. Youth Protection training is required for all BSA registered volunteers.

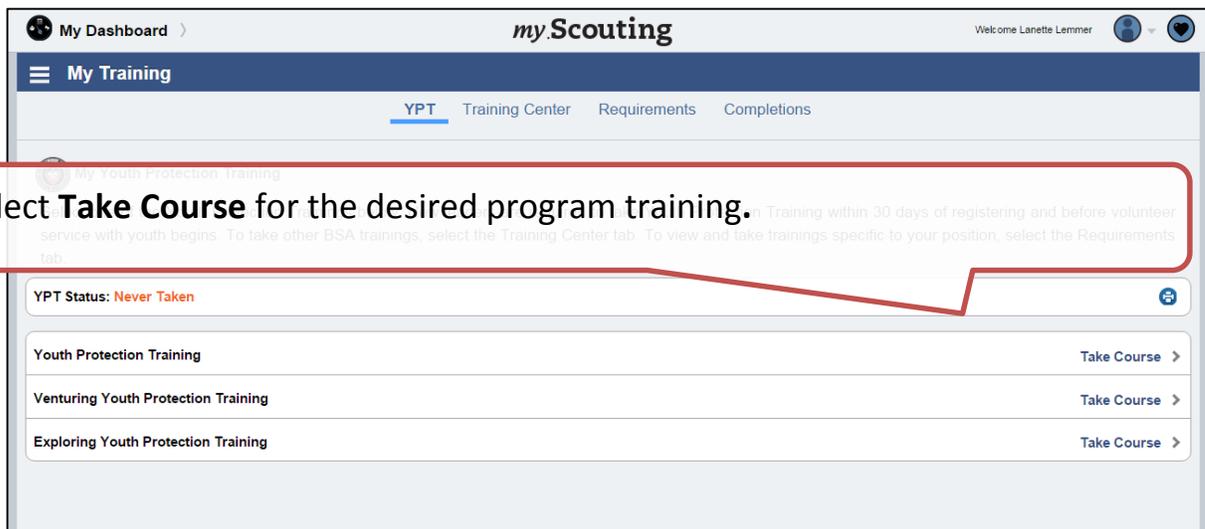
1. Login to My.Scouting.org.
New users will need to create an account.



2. Select **Youth Protection** image from the right side.



3. Select **Take Course** for the desired program training.



If you linked your membership number to your account, your training will automatically update at the council office. If you are a new member or you have not entered your membership ID number you will need to submit your YPT certificate to the council for training validation. New registrants will not receive a membership ID number until they have submitted their YPT validation and adult application to the council. Questions should be directed to the Samoset Council office at 715-355-1450.