

ANNUAL WEBELOS TRANSITION PROCESS

Pack and Troop Leaders Action Steps and Timeline

Division of Responsibilities			
DATE	5 th Grade Webelos Leader	Assistant Scoutmaster/Troop Webelos Coordinator	Unit Commissioner
August	Complete Webelos list. Attend program kickoff. Give list of Webelos to partner troop(s). Plan with troop(s) for Webelos to attend Fall Camporee.	Follow up with Webelos to attend Fall Camporee with troop.	Prepare and present list of packs and troops in their area. Include leaders names and phone #'s, # of members, meeting place & day of week.
September	Webelos attend Fall Camporee with troop(s). Request Webelos Den Chief(s). Plan Key Leader Meeting with troop.	Invite Webelos to participate in troop activities: Court of Honor, hike, service project, etc. Plan Key Leader meeting with pack and invite Webelos and parents.	Promote and help plan Key Leader Meeting.
October 15	Hold Key Leader Meeting. Plan and schedule date for orientation/camp promotion, troop meeting visit & pack graduation/transition.	Attend Key leader meeting. Plan and schedule dates for orientation/camp promotion, troop meeting visit & pack graduation/transition.	Attend Key Leader Meeting.
November 15	Attend Orientation meeting with Webelos & parents. Introduce Webelos to troop terminology.	Invite 5 th grade Webelos and parents to orientation meeting. Webelos complete applications. Include summer camp promotion.	Promote, help plan and attend Orientation Meeting.
November – February	Plan & coordinate with Troop to have Webelos continue participation in Troop activities.	Select Troop activities for Webelos to attend. Coordinate with 5 th grade leader and invite Webelos and parents to attend.	Encourage continued contacts between troop and Webelos.
February – March	Blue and Gold Banquet Pack invites troop to attend and participate. Webelos receive Arrow of Light Webelos attend troop meetings and prepare for summer camp.	Troop reregisters aH 5 th grade Webelos as Boy Scouts when the troop recharter. Webelos who do not recharter with the troop reregister with the pack. They can transfer to the troop at a later date.	Encourage and help coordinate troop activities.
April - May	Work with new Scouts (as desired by Troop Webelos Coordinator). Send 4 th grade Webelos and parents to Webelos Woods campout weekend. Cubmaster follows up with 5 th grade Webelos leader(s).	New Scouts camp with the troop. Troop follows up with Webelos who haven't transferred and invites them to join the troop. Invite 4 th grade Webelos to fall camporee. Send youth Boy Scout representation to Webelos Woods.	Assist where needed with Webelos adjustment to the troop and with follow up on un-transitioned Webelos.

Webelos to Scout Transition - Primary Leader Responsibilities

Fifth Grade Webelos Leader/ Pack Responsibilities:

- Your goal is the successful transition of all 5th grade Webelos in your pack into a Boy Scout troop in February.
- Arrange for Webelos to visit the partner troop; if your pack doesn't have a partner troop, contact your district's growth chair or district executive for assistance.
- Encourage Webelos not joining the partner troop to seek out other troops in the area.
- Webelos Leaders are the most influential leader throughout the Webelos transition process.
- Pack leadership schedules a key leaders meeting by October with the partner troop.
- Pack leadership invites Scoutmaster and troop youth leaders to speak at special pack activities.
- Provide an information session on the Boy Scout program for all Webelos leaders, parents of Webelos, and otwr leaders moving on to the troop.
- Webelos leaders work with troop leaders to secure den chiefs for each Webelos den.
- Continued communication with the partner troop leadership is essential.

Assistant Scoutmaster/Troop Webelos Coordinator Responsibilities:

- Webelos are the source of 90% of all new Boy Scouts. They are the lifeblood of the future of your troop.
- Schedule a key leaders meeting by October with the partner pack.
- Arrange for Webelos dens to visit a troop meeting.
- Assign a Boy Scout who wM be a good example of Scouting to be the Webelos Den Chief.
- Attend pack and/or pack committee meeting as often as possible during the year to keep the lines of communication open plus become acquainted with the Webelos and their parents.
- Encourage the most enthusiastic Webelos leaders and parents to join the troop with the Webelos as a Patrol Adviser, Assistant Scoutmaster or committee member.

Unit Commissioner Responsibilities:

- It is an impcirtant part of the Unit Commissioner responsibilities to assist flie Webelos leaders and troop leaders through the entire transition **process** and ensure that the action steps are followed as scheduled.
- Promote communication by scheduling a meeting of key volunteers.
- Be sure new Scouts have completed Boy Scout applications, that they have a copy of the troop's activities, and that they know when and where the troop meets.