

Cub Scout Sign Up Night Script

ARRIVE EARLY: (45 minutes before Sign-up)

- Have a leader huddle – Presenter (DE or selected Sign Up Presenter) runs the sign up.
- LEAD THE LOCAL PACK IN GETTING THE ROOM(S) SETUP

OPENING:

- GREET with a smile!
- Have each family sign in by grade at the Check-In Table. Distribute parent guides.
- Divide kids into grades as they enter by having tables set up with grade levels on tabletop.

I. Start meeting with a short opening. (THIS IS NOT A PACK MEETING)

- A. Purpose of Scouting – Fun, Family Program – “The strongest packs are the ones with the most parental support.” Everyone will be asked to help in some capacity!
- B. We will more than likely answer any questions that you may have during the overview, but if we don’t, please just see me at the end. Our goal is to get everyone signed up and out in a timely manner.

II. Explain age/grade groups for the NEW Boys & Girls:

- A. Kindergarten - Lions
- B. 1st grade – Tigers
- C. 2nd grade – Wolf
- D. 3rd grade – Bear
- E. 4th grade - Webelos
- F. 5th grade – Arrow of Light
- G. 6th – 12 grade (or 11 years old) – Scouts BSA

III. Registration & Other Costs

- A. Membership fee is \$110 and covers your child’s registration &

insurance for 12 months. Financial assistance is available if needed

B. Most Packs have dues that are dependent upon their activities. But this is not a part of your registration tonight. Your Pack Leadership will cover that with you at your 1st Pack Meeting.

C. Scout Handbook & Uniform

- The Scout Handbook is the roadmap for your family's Scouting adventure and is vital in the advancement of your child.
- You don't have to go buy it tonight, but we are a uniformed organization, and each Cub Scout Pack has their own dress code, and will let you know what to get.
- The uniform and handbook can be purchased in-store or online at the Scout Shop in Jacksonville.

IV. **Product Sale (Fundraising)**

A. Your family will have the opportunity to sell Popcorn (Fall) and Camp Cards (spring).

B. They are a great way to underwrite your kids Scouting experience without digging into your own wallet.

V. **Program**

A. Den Meeting:

- Meet at least twice a month
- Time is usually around an hour long
- Usually meets at sponsoring organization location
- Number of kids is usually 6-10 (could be more or less)
- Two den leaders because we want to ensure a quality & safe program.

B. Pack Meeting:

- Meets Monthly (this pack meets on _____)
- Entire Family attends
- Cub Scouts show off den meeting projects

- Awards are presented
- Cubmaster coordinates meeting

C. Upcoming Events: (Briefly highlight upcoming events)

- Cub Learning Advancement Weekend
- Be-A-Scout Day
- Spook 'o' Ree

- VI.** Pass out youth applications & pens. Walk parents through the application to ensure it is completed correctly.
- VII.** Payment Methods – The registration fee (12 months) is \$110.00. We take check, cash or card. If you are writing a check, please make it payable to Gulf Stream Council-BSA. If you are paying with a card, we will come to you and process your payment.
- VIII.** **Den Leaders** – {Den Leaders are needed – coordinate needs with the Pack before the sign up starts}
- A. Many of you may be wondering if we need more Den Leaders.
 “Well, the answer is an enthusiastic YES! Before you all rush toward the doors (laugh), let me explain a few things:
- For every den of boys & girls we have just formed, we need a den leader & an assistant. Remember, since everyone is asked to help in some way, you may be interested in being a den leader, which is not as difficult as you might think.
 - a) You are working with your child & a few of their friends.
 - b) No previous Scouting experience is necessary.
 - c) Just need to be 21 or older.
 - Everyone has the same three concerns about being a Den Leader:
 - a) **Don't have enough Time?**
 - ✓ Den meetings are twice a month and last about an hour.
 - ✓ Planning time is minimal since meetings are already planned for you.
 - ✓ Meetings can be weekday afternoons, weeknights, Saturday mornings, Saturday afternoons, Sunday afternoons.
 - b) **“I don't know anything about Scouting.”**
 - ✓ Basic training is available online or in a classroom setting.

- ✓ Den Meeting Resources for all activities are available online.

c) **Liability concern**

- ✓ There is Adult registration
- ✓ Insurance coverage is provided by the BSA.

IX. Take 2 adult applications by each Table (Den). Ask that dens to begin selecting leaders then head back to the front of the room. It is important that you do not speak during this process. Let the parents talk it out. Once a leader is selected, ask him/her to stand, then give them a round of applause. This will start a domino effect. Trust me! Then have them immediately fill out their adult application accompanied with a registration fee.

X. Registration Gifts – Give each kid who completed registration and payment their gifts. {Do not give gifts to those who do not complete registration and payment}

XI. Closing

- A. Announce when the next meeting will take place
- B. Ask New Leaders to stick around for a few minutes
- C. Thank everyone and send them home!
- D. Leave the cafeteria/meeting space better than you found it.

Den Leader Pow Wow

- Collect their Adult application and fee. Sign Up Presenter keeps adult application if already signed by Charter Rep or Executive Officer. If not signed, leave with Pack leadership with instructions to get signed ASAP.
- Give them a copy of their Den Roster
- Discuss Training (New Leaders must complete Youth Protection training before they can be registered)
- Discuss Den Leader activity resources available online.
- Make sure they have Cubmaster's name and number.

Completing the Paperwork

- Encourage Pack to secure Charter Representative's & Committee Chair's attendance at sign up so adult leader applications can be signed.
- Make sure all boxes on applications are completed, including signatures from parents.
- Families can pay via cash, check, or credit card.
- Ensure all registration fees and applications are passed along to the local Executive (night-of if they are present, or schedule time in advance to pick them up the next day if they are not).
- Leave a reconciled carbon copy of the sign-in sheet with unit leadership.
- Follow up with unit leaders to ensure they complete youth protection training in a timely manner.