

Council Venturing Officer's Association
Leadership Positions & Responsibilities

Youth Leaders

Council VOA President*

- Serves as representative of the VOA & all Venturers within the Council.
- Key Youth Leader
- Works directly with the Council VOA Vice Presidents to ensure their responsibilities are completed
- Works closely with the Advisor & Council Executive Board
- Presides at Council VOA Meetings & Council VOA Cabinet Meetings

Council VOA Vice President of Administration*

- Responsible for membership, recognition, advancements & "Paperwork Items"
- Leads the recruiting effort for Venturing
- Plans recognition opportunities for Venturing Achievements
- Assumes the responsibility of the Council VOA President in his/her absence

Council VOA Vice President of Program*

- Responsible for the implementation of programs for the Council VOA
- Surveys VOA members about their interests to help plan program activities
- Arranges the program planning process, schedules activities, and maintains the VOA Calendar
- Provides support and accountability for the Activity Chairs
- Assumes the responsibility of the Council VOA President in the VP Administration's absence

Council VOA Vice President of Communication*

- Serves as the Communications Officer
- Maintains Council VOA Website & Social Medias
- Takes meeting minutes

Council VOA Vice President of Finance

- Serves as the Financial Officer
- Maintains the financial records
- Monitors the Council VOA Budget

Council VOA Vice President of Training

- Serves as the Council VOA Training Officer
- Builds Committee of qualified trainers for Venturing Training opportunities
- Plans & carries out Training Opportunities

Activity Chair

- Appointed by the Council VOA VP of Program to chair a Council VOA activity or project
- Serves through completion of his or her appointed task and is then reappointed to chair

Adult Leaders

Council Venturing Advisor*

- Serves as program advisor to the committee
- Works directly with the Council VOA Officers to guide them in completing their assigned responsibilities, if needed.
- Upholds the standards, policies, guidelines, and requirements of the BSA & it's *Guide to Safe Scouting*

Associate Advisor of Administration*

- Supports the youth Council VOA VP of Administration and assists with the Council VOA's recruitment, recognition efforts, and "paperwork items"
- Assists in planning recognition efforts when needed
- Assumes the responsibility of the Council VOA Advisor in his/her absence

Associate Advisor of Program*

- Supports the Youth Council Vice President of Program when planning the year's program, and ensures that the Council VOA Calendar is maintained
- Advises youth leadership in the annual crew program planning conference & approves the plan
- Assumes the responsibility of the Council VOA Advisor in the Associate Advisor of Administration's absence

Associate Advisor of Communication*

- Keeps minutes of Council Venturing Committee Meetings
- Advises Council VOA Vice President of Communications
- Overlooks the Council VOA Vice President of Communications in Social Media & other postings