



Merit Badge Counselor Training



Advancement Committee

Policies and Procedures



BOY SCOUTS



OF AMERICA



Merit Badge Counselor Training

Objective

Reasons



Objective:

“All Merit Badge Counselors must be trained in the aims of Scouting and in advancement procedures.”

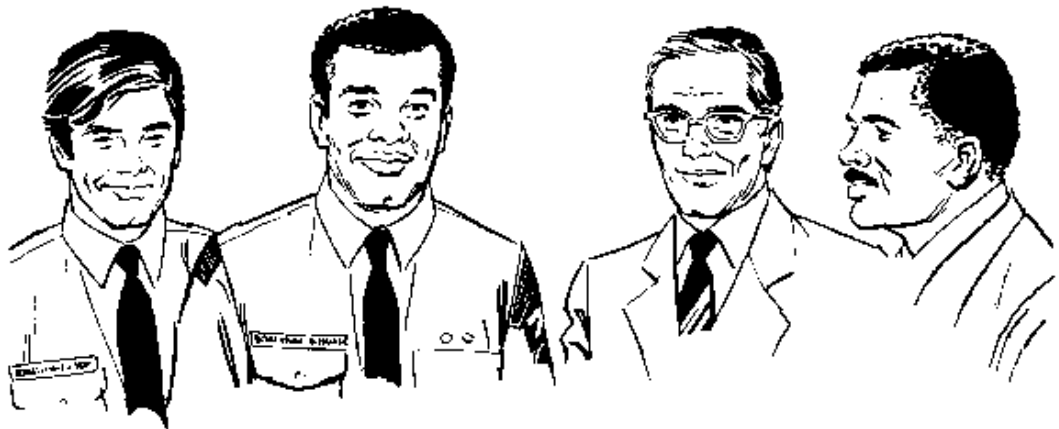
“The district or council advancement committee should train counselors either as a group or individually.”

*Advancement Committee
Policies and Procedures*



Reasons:

- Knowledge
- Understanding
- Uniformity
- Vision





ADVANCED LEARNING TECHNIQUE:

Take quiz now,
then course program,
last correct quiz.

EVERYONE SCORES
100%



COURSE OUTLINE





COURSE OUTLINE

- The Administrative
- The Award
- MB Counselor
Requirements
- The Merit Badge
Process



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Process



The Administrative

Advancement Committee Policies and Procedures, Publication 33088D:

Article X: The responsibility for merit badges shall rest with the merit badges counselor **approved by the local council...**

Responsibilities of the Council Advancement Committee: Approve merit badge counselors and publish council and/or district merit badge counselor lists.

Promoting Advancement: contacts at council level expedite recruiting counselors...**not preempt the district committee..**



The Administrative (cont'd.)

Advancement at Summer Camp: The procedure should be established, in writing, by the council advancement committee... No council, district, unit, or individual has the authority to add or subtract from advancement requirements.

Approving MB Counselors and Publishing List of Counselors: The council advancement committee:

- is responsible for approving MB counselors
- reviews the district MB counselors list and has it published at least once a year by the council service center.



The Administrative (cont'd.)

Qualifications of Counselors: The *Merit Badge Counselor Information* form is used by district or council advancement committees in determining the qualifications of persons to serve as MB counselors. All MB counselors must be approved by the council advancement committee. *Removed, but MBCI still used.*

Maintaining a Current List of MB Counselors: The district or council list of counselors should be reproduced for distribution to troops. Lists are updated at least once a year, usually when councils and districts reregister.



Boy Scouts of America MERIT BADGE COUNSELOR INFORMATION

(Please type or print.)

Name _____ Age _____ Business phone (____) _____

Address _____ Home phone (____) _____

City _____ State _____ Zip code _____

To qualify as a merit badge counselor, you must

- Be at least 18 years old.
- Be proficient in the merit badge subject by vocation, avocation, or special training.
- Be able to work with Scout-age boys.
- Be registered with the Boy Scouts of America.

As a merit badge counselor, I agree to

- Follow the requirements of the merit badge, making no deletions or additions, ensuring that the advancement standards are fair and uniform for all Scouts.
- Have a Scout and his buddy present at all instructional sessions.
- Renew my registration annually if I plan to continue as a merit badge counselor.

	Vocation Is this subject in line with your job, business, or profession? If yes, give brief information on the reverse side.	Avocation Do you follow this subject as a hobby, having more than a "working knowledge" of the requirements? If yes, give brief information on the reverse side.	Special training If not, do you have any special training or other qualifications for this subject? If yes, give brief information on the reverse side.
List merit badge subjects here.			
1. _____			
2. _____			
3. _____			
4. _____			
5. _____			
6. _____			
7. _____			

CHECK ONE:

I wish to work only with _____
Unit number

I wish to work with all units.

Signature _____ Date _____

Note: The BSA Adult Registration Application must be attached.

Council approval by _____ Date _____

#34405



30176 34405 8



The Administrative (cont'd.)

Maintaining a Current List of MB Counselors:

MB counselors are registered with the local council. As with all council members, their registration must be renewed annually.

As part of the local council charter renewal process, the council advancement committee sends a letter to existing MB counselors who are to continue for another year. Provides an opportunity to assure MB counselors lists are updated. **An excellent opportunity to not reregister those persons identified as not following the policies of the BSA.**



The Administrative (cont'd.)

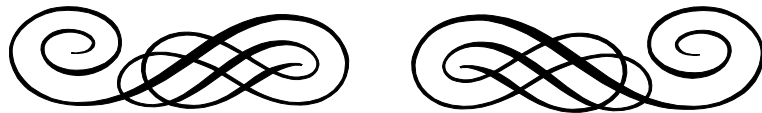
Troop...MB Counselors

All merit badge counselors...must be approved by the council and district advancement committee, and counselors must register as a merit badge counselor.

The council summarizes the monthly District Advancement Report Summaries on the annual charter



The Administrative



SUMMARY

Merit Badge Counselors:

- Sole responsibility for merit badges
- Approved by council
- Can recruited by council
- Primarily selected by district
- For summer camp--procedure in writing
- May not change MB requirements
- Are responsibility of council advancement committee
- In annual list published by council
- Are qualified (*method no longer specific*)
- Are registered with council for one year



COURSE OUTLINE

- The Administrative
- The Award
- MB Counselor
Requirements
- The Merit Badge
Process



The Award

What is a Merit Badge?

- an award based on completing a set of **specific** requirements
- a small piece of khaki cloth with a colored design
- the significant interest of an adult in helping a boy
- a subject of interest to a Scout
- a subject of interest to an adult
- a subject required to reach the Eagle rank
- a craft or hobby
- an idea of service
- a vocational field



The Award (cont'd)

Career Fields

- valid impact on the life of a Scouts
- may involve service clubs, unions or professional societies
- professional society members can be MB counselors
- professional societies can help recruit and train MB counselors



COURSE OUTLINE

- The Administrative
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Requirements
- The Merit Badge
Process



MB Counselor Requirements

- Must possess the moral, educational and emotional qualities
- Must be at least **18** years old
- May be a **citizen** of the USA or **non-citizen** (some limitations)
- Subscribe to:
 - the **Declaration of Religious Principles**
 - the **Scout Oath or Promise**
 - the **Scout Law**
- Have unique skills and education or experience or knowledge in the subject



MB Counselor Requirements (cont'd)

- Have the interest to turn a color-embroidered piece of khaki cloth into something of significance so a Scout will want to **earn** it
- Must complete an Adult Application with a Position Code of “42” (**This will authorize a criminal background check**)
- Must complete the Merit Badge Counselor Information (MBCI) form

BOY SCOUTS OF AMERICA

Be a Volunteer Leader

In a Cub Scout pack, Boy Scout troop, Varsity Scout team, Venturing crew, or Sea Scout ship—or in any position in a district or council—your leadership is a service to your community and helps youth become better citizens.

Quality leadership is important in the training of youth as members of the Boy Scouts of America. This application helps select the best individuals for leadership roles. Thank you for completing all items in this application. See instructions on inside cover.

BY SUBMITTING THIS APPLICATION YOU ARE AUTHORIZING A CRIMINAL BACKGROUND CHECK OF YOURSELF. THIS CHECK WILL BE MADE FROM PUBLIC RECORD SOURCES. YOU WILL HAVE AN OPPORTUNITY TO REVIEW AND CHALLENGE ANY ADVERSE INFORMATION DISCLOSED BY THE CHECK.

THANK YOU FOR GIVING YOUR LEADERSHIP TO THE YOUTH OF AMERICA.

CRIMINAL BACKGROUND CHECK ADDED, EFFECTIVE 1 APRIL 2003



The mission of the Boy Scouts of America is to prepare young people to make ethical choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

Scout Oath

On my honor I will do my best
To do my duty to God and my country
and to obey the Scout Law;
To help other people at all times;
To keep myself physically strong,
mentally awake, and morally straight.

Scout Law

A Scout is:
Trustworthy Obedient
Loyal Cheerful
Helpful Thrifty
Friendly Brave
Courteous Clean
Kind Reverent

The purpose of the Boy Scouts of America is to promote, through cooperation with other agencies, the ability of youth to do things for themselves and others, and to teach youth patriotism, courage, self-reliance, and kindred virtues. In achieving this purpose, emphasis is placed upon the Boy Scouts of America's educational program and its oaths, promises, and codes for character development, citizenship training, and mental and physical fitness.

Excerpt From the Declaration of Religious Principle

The Boy Scouts of America maintains that no member can grow into the best kind of citizen without recognizing an obligation to God and, therefore, recognizes the religious element in the training of the member, but is absolutely nonsectarian in its attitude

Only persons willing to subscribe to the Declaration of Religious Principle and to the Bylaws of the Boy Scouts of America shall be entitled to certificates of leadership.

Leadership Requirements

The applicant must possess the moral, educational, and emotional qualities that the Boy Scouts of America deems necessary to afford positive leadership to youth. The applicant must also be the correct age, and subscribe to the Declaration of Religious Principle, and abide by the Scout Oath or Promise and the Scout Law.

APPROVALS REQUIRED—UNIT SCOUTERS

Unit committee chairman approves all adult personnel except the chartered organization representative and committee chairman.

Chartered organization head or chartered organization representative. The chartered organization representative is approved by the head of the chartered organization. Following approval by the unit committee chairman, all other adult unit personnel must be approved by the head of the chartered organization or the chartered organization representative.

Scout executive or designee must approve all unit Scouters.

APPROVAL REQUIRED—COUNCIL, DISTRICT, AND DIVISION SCOUTERS

Scout executive or designee must approve all council, district, and division Scouters.

Citizenship requirements changed in Charter and Bylaws, January 2003, and changed on Adult Application

Scouting magazine. This magazine is sent to all registered, paid adult members.

Boys' Life. Registered adults get a special rate of \$9.00 a year for *Boys' Life* (regular rate is \$18.00). For a subscription to a great magazine and up-to-date information on boys and Scouting, just attach \$9.00 and check the *Boys' Life* box. Please calculate and remit the appropriate state and local taxes. On late registrations it may be necessary to deliver back issues.

Training. I have completed the following training courses: F—Fast Start, B—Basic, related to the program being applied for. Please indicate the proper code in the training box on the application.

Qualification. Adults who are not citizens of the United States but who reside within the country may register with the Boy Scouts of America in any capacity if they agree to abide by the Scout Oath or Promise and the Scout Law, to respect and obey the laws of the United States of America, and to subscribe to the Declaration of Religious Principle. All leaders must be 21 years of age or older, except assistant Scoutmasters, assistant den leaders, assistant Cubmasters, assistant Webelos den leaders, and assistant Varsity Scout coaches, who must be 18 or older. No one may register in more than one position in the same unit, except the chartered organization representative (who can multiple only as the Committee chairman (CC) or a Committee member (MC)).

I submit my \$7* registration fee for one year, \$2 of which is to cover a subscription to *Scouting* magazine. Short-term fees are pro rata amounts as indicated.

Ethnic codes. BSA receives inquiries from various agencies regarding racial composition. This section is optional. The following codes should be used to indicate ethnic background:

- AA—African American
- AI—American Indian
- AS—Asian
- CA—Caucasian
- HI—Hispanic
- OT—Other

FEE CHART			UNIT POSITION CODE
Months	Registration	Boys' Life	
1	.60	—	CR Chartered organization representative
2	1.20	1.50	CC Committee chairman
3	1.80	2.25	MC Committee member
4	2.40	3.00	SM Scoutmaster**
5	3.00	3.75	SA Assistant Scoutmaster**
6	3.60	4.50	NL Crew Advisor
7	4.20	5.25	NA Crew Associate Advisor
8	4.80	6.00	SK Skipper
9	5.40	6.75	MT Mate
10	6.00	7.50	VC Varsity Scout Coach**
11	6.60	8.25	VA Assistant Varsity Scout Coach
12	7.00*	9.00	CM Cubmaster**
			CA Assistant Cubmaster**
			WL Webelos den leader**
			WA Assistant Webelos den leader
			DL Den leader**
			DA Assistant den leader**
			TL Tiger Cub den leader
			PT Pack trainer
			88 Lone Cub Scout friend and counselor**
			96 Lone Scout friend and counselor**

Only Unit Positions Codes provided with Adult Application. Since Merit Badge Counselor is a District or Council Position its Code is not listed, consistent with all District and Council Positions.

This application is designed to be an information-gathering aid. Answers given by the applicant are to be verified in those instances where a legitimate question arises as to his/her qualifications.

INSTRUCTIONS

Unit Scouters

1. Complete, sign, and give all copies to the committee chairman with the proper fees.
2. After the application has been reviewed and, if necessary, references checked by the unit committee, secure the approvals. The process set forth in the publication *Selecting Quality Leaders*, No. 18-981, must be completed for all positions of Scoutmaster, assistant Scoutmaster, Varsity Coach, and assistant Varsity Coach.

3. The committee chairman keeps the unit copy, gives one copy to the chartered organization, and forwards the remaining copy to the local council service center for approval and processing.

Council, District, and Division Scouters

1. Complete and sign the application.
2. Send the proper fee and all three copies of the application to the local council service center for approval and processing.

ADULT APPLICATION

The information obtained in this form is for the internal use of the BSA only.

Check one

Pack No. _____

Troop No. _____

Team No. _____

Crew No. _____

Ship No. _____

Council/District/Division position

MERIT BADGE COUNSELOR

District name

PIEDMONT DISTRICT

EXPIRE DATE _____ TERM _____ MONTHS

New leader Former leader

If applicant has an unexpired membership certificate, registration may be accomplished in this unit by paying \$1 for processing the transfer. Check the box and attach certificate. It will be returned by the council.

TRANSFER FROM: _____ COUNCIL NO. _____ UNIT TYPE _____ UNIT NO. _____

Please print one letter in each space—press hard; you are making two copies.

First name: **JOHN** Middle name: **THOMAS** Last name: **DOE** Suffix: **ESQ**

Social Security Number (required): **000 00 0123** Country: **USA**

Address: **123 SOUTH UPDOWN** City: **LYNCHBURG** State: **VA** Zip code: **15200**

Home phone: **434-999-0123** Business phone: _____ Training Code (see cover): _____ Date: _____

Date of birth: **01 01 1898** Ethnic background: AA—African American AI—American Indian AS—Asian CA—Caucasian HI—Hispanic OT—Other

Driver's license no.: **000-00-0123** State: **VA** Expiration: **2008**

Sex: **M** Occupation: **RETIRED** Employer: _____ Are you an Eagle Scout? Yes No

Date earned: **06 05 1913** mm/dd/yyyy

Business address: _____ City: _____ State: _____ Zip code: _____

E-mail address: **IAMASCOUTER@aol.com**

Program: **Boy Scouts** Position code: **CA2** Position (Description): **MERIT BADGE COUNSELOR** Boys' Life: YES

Business Home Home Page

1. Scouting background.

Position	Council	Year
SM	BRMC	1929-1963
CC	BRMC	1964-1989
District Comm BRMC	BRMC	1935-Present

2. Experience working with youth in other organizations:

Sunday School Teacher, Teacher

LL Coach, Football Coach

3. Previous residences (for last five years).

City State

NONE

4. Current memberships (religious, community, business, labor, or professional organizations):

VA BAR, NEA, ASME

5. References. Please list those who are familiar with your character as it relates to working with youth. References will be checked when necessary.

Name: **George Bush (The Elder)**

Telephone: _____

Name: **George Bush (Little George)**

Telephone: _____

Name: **William Graham**

Telephone: _____

b. Additional information. (circle each answer)

a. Do you use illegal drugs? Yes No

b. Have you ever been convicted of a criminal offense? (If yes, explain below.) Yes No

c. Have you ever been charged with child neglect or abuse? Yes No

d. Has your driver's license ever been suspended or revoked? (If yes, explain below.) Yes No

e. Other than the above, is there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance, and care of young people? (If yes, explain below.) Yes No

They canceled my life insurance and paid me the face value. Something about my age.

I understand that:

a. The information that I have provided may be verified, if necessary, by contacting persons or organizations named in this application, or by contacting any person or organization that may have information concerning me, or by conducting a criminal background check. I hereby release and agree to hold harmless from liability any person or organization that provides information. I also agree to hold harmless the chartered organization, local council, Boy Scouts of America, and the officers, employees, and volunteers thereof.

b. In signing this application, I have read the attached information and apply for registration with the Boy Scouts of America. I agree to comply with the Charter and Bylaws, and the Rules and Regulations of the Boy Scouts of America and the local council. I affirm that the information I have given on this form is true and correct.

Signature of applicant: **John T. Doe** Date: **4-1-2003**

APPROVALS FOR UNIT SCOUTERS

We are unaware of anything contrary to the information stated in this application. This application has been reviewed according to BSA procedures and this applicant meets the leadership qualifications of the Boy Scouts of America:

Signature of unit committee chairman _____

Date: _____

Signature of chartered organization head or chartered organization representative _____

Date: _____

ACCEPTED.

Signature of Scout executive or designee _____

Date: _____

APPROVAL FOR COUNCIL, DISTRICT, AND DIVISION SCOUTERS

We are unaware of anything contrary to the information stated in this application. This application has been reviewed according to BSA procedures and this applicant meets the leadership standards of the Boy Scouts of America:

Signature of Scout executive or designee _____

Date: _____

Registration fee _____ Boys' Life fee _____

Multiple →

UNIT SCOUTERS Check one <input type="checkbox"/> Pack No. _____ <input type="checkbox"/> Troop No. _____ <input type="checkbox"/> Team No. _____ <input type="checkbox"/> Crew No. _____ <input type="checkbox"/> Ship No. _____	OR	COUNCIL/DISTRICT/DIVISION SCOUTERS Council/District/Division position <u>MERIT BADGE COUNSELOR</u> District name <u>PIEDMONT DISTRICT</u>
New leader <input type="checkbox"/>	Former leader <input checked="" type="checkbox"/>	

may be accomplished in this unit by paying \$1 for processing the transfer.

Position code	Position (Description)	Boys' Life
<u>042</u>	<u>MERIT BADGE COUNSELOR</u>	<u>YES</u>

1. Council BRMC Year 1929-1963

6. Additional information. (circle e)
a. Do you use illegal drugs?
b. Have you ever been convicted of a criminal offense? (If yes, explain here)

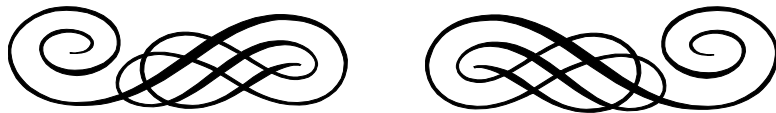


MB Counselor Requirements (cont'd)

- Must be approved by:
 - the District Advancement Committee
 - the Scout Executive or his designee
 - the Council Advancement Committee



MB Counselor Requirements

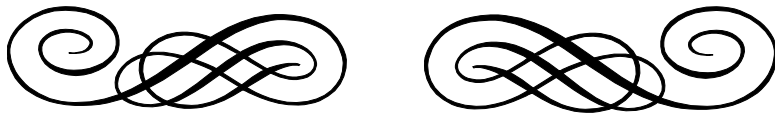


SUMMARY

- Must have the necessary **qualities**
- Must be **18**
- May be **citizen** or **non-citizen**
- **Scouting**
 - Religious Principles
 - Scout Oath or Promise
 - Scout Law
- **Skills and knowledge**
- Motional **enthusiasm**



MB Counselor Requirements



SUMMARY

- Adult **Application**
- MB Counselor **Information** form
- **Approval**
By Scouters, not chartered organization



MERIT BADGE COUNSELOR ORIENTATION

SUPPLEMENTAL ADULT LEADER TRAINING

PURPOSE

The purpose of this training unit is to provide council- or district-approved and registered merit badge counselors with understanding of the methods of counseling and their role in the advancement program of Boy Scouts of America.

The merit badge counselor's role is to bring about learning on the part of the Boy Scout.

As a "coach" the counselor advises the Scout concerning steps he should take to fulfill the requirements for the merit badge.

As a "counselor" he evaluates the Scout's performance and determines whether or not the Scout has met the prescribed objectives in the requirements.

OBJECTIVES

As a result of this unit of training, the merit badge counselor should be able to

- State the purpose of the merit badge program for Scouts.
- Explain the role of the merit badge counselor.
- List some methods of counseling and coaching.
- Use the buddy system for counseling.

REFERENCES

Boy Scout Requirements
Advancement Policies and Procedures Committee Guide
Pamphlet, Merit Badge Counseling
Application for Merit Badge
Boy Scout Handbook

SCOUT BUDDY SYSTEM

A Scout must have a buddy with him at each meeting with a merit badge counselor. A Scout's buddy could be another Scout, or be a parent or guardian, brother or sister, relative or friend. The Scout obtains a signed Application for Merit Badge and the name of the appropriate merit badge counselor from his Scoutmaster. The Scout sets up his first appointment with the counselor. At this first meeting with the Scout and his buddy, the counselor should explain to the Scout what is expected to start meeting the requirements. When the Scout knows what is expected, he can start to learn and do the things required. The counselor will help the Scout learn the things he needs to know or do.

When the Scout is ready, he should call the counselor again and make an appointment for him and his buddy to meet with the counselor and begin to meet the requirements. He should take along with him the things he has made to meet the requirements. The counselor will ask him to do each requirement to make sure he knows his stuff and has done or can do the things required.

When the counselor is satisfied that the requirements have been met, he or she will sign the Application for Merit Badge, keeping the third section and returning the first two sections to the Scout. The Scout turns in both sections of the Application for Merit Badge to his Scoutmaster so the merit badge can be secured.

STATEMENT

A Scout earns a merit badge by working with a council/district-approved and registered adult counselor, an expert in the chosen subject, who is on the list provided to his troop from the district. The Scout, along with a buddy, makes an appointment with the counselor and works on the merit badge with the counselor during one or more visits. When the counselor approves the Scout's application, the Scoutmaster submits it to the council service center and obtains the badge. As with rank awards, the Scout is awarded the merit badge at the next troop meeting, and later at the next court of honor.

Any registered Scout, regardless of rank, may work on any merit badge and receive the award when he earns it.

The merit badge program is one of Scouting's basic character-developing tools. Earning merit badges gives boys the kind of self-confidence that comes only from overcoming difficult obstacles to achieve a goal.

Through the merit badge program, boys learn career skills that might help them choose their lifework. Some merit badges help boys develop physical fitness and provide hobbies that give a lifetime of healthful recreation.

Working with a merit badge counselor gives Scouts contact with an adult with whom they might not be acquainted. This is a valuable experience. The Scouts could be shy and fearful in this new situation, so the counselor must see that the counseling session is relaxed, informal, and friendly.

Although at times two Scouts will be working as buddies on the same merit badge, each Scout is judged on his own performance of the requirements and should receive the maximum benefit from the knowledge, skill, character, and personal interest of the counselor. Group instruction and orientation are encouraged where special facilities and expert personnel make this most practical or when Scouts are dependent on a few counselors for assistance. However, this group experience should include individual attention to each candidate's projects and his ability to fulfill all requirements.

READ AND DISCUSS

The pamphlet, *Merit Badge Counseling*

DISCUSS THESE POINTS WITH THE MERIT BADGE COUNSELOR

1. Merit badge requirements in merit badge pamphlet.
2. Merit badge pamphlets are available in each subject and
 - a. May be purchased by the Scout.
 - b. May be available at a library.
 - c. May be in the troop library.

3. The Scout indicates his interest in a merit badge to his Scoutmaster, who gives him
 - a. An interview to determine interest, enthusiasm, preparedness.
 - b. A signed Application for Merit Badge.
 - c. The name and phone number of the council/district-approved counselor.
 - d. Encouragement to wear the official uniform when he visits the counselor with a buddy.
 4. The Scout calls the merit badge counselor and makes an appointment.
 5. The merit badge counselor sets the date and time for the Scout and his buddy and suggests the Scout bring the following:
 - a. Merit badge pamphlet
 - b. Merit badge application
 - c. Any projects he may have started
 - d. Any other indication of preparedness
 6. At the first interview, the merit badge counselor and the Scout decide upon
 - a. Projects.
 - b. Short-term and long-term goals with dates of completion in mind.
 - c. Dates and times for future sessions.
 7. The number of counseling sessions depends on the difficulty of the subject and the preparation and ability of the Scout.
 8. The Scout is counseled with a buddy present.
 9. The Scout is always tested individually but with a buddy present, and as each requirement is completed the counselor marks it on the application.
 10. The Scout is expected to meet the requirements as stated—no more and no less.
 11. The merit badge counselor assists the Scout to meet the requirements and certifies when he has completed them.
5. Before the merit badge counselor signs the Scout's Application for Merit Badge, he must insist that the Scout do exactly what the requirements call for. If it says, "show or demonstrate," that is what he must do. Just telling isn't enough. The same things hold true for words such as "make," "list," "in the field," and "collect, identify, and label."
 6. On the other hand, you cannot require more of a Scout than stated. You must not, for example, say, "I want to be sure you really know your stuff, so instead of the 20 items you need for your collection, you must have 30 to get my signature."
 7. It is, of course, acceptable for a Scout on his own initiative to do more than the requirement calls for.
 8. When reviewing the requirements with a Scout or testing him, the merit badge counselor may find that the boy needs help in learning a particular skill. One of the jobs of a merit badge counselor is to teach the Scout the skills required.
 9. The most effective way to teach a skill is to get the Scout to practice while learning.

AS A COUNSELOR

1. A Scout is interviewed with a buddy present to determine
 - a. His preparedness.
 - b. The amount of knowledge he already has in the subject.
 - c. His interest in the subject.
2. Short-term and long-term goals are set by the Scout with encouragement from the counselor.
3. Counselor follows up with the Scout on his goals—projects, collections, written work.
4. Counselor helps the Scout evaluate his progress.
5. Counselor encourages the Scout to ask for any help he needs to gain more knowledge or skill in the subject.

A COACH

1. Teaches the Scout the skills required
2. Gives the Scout an opportunity to practice the skills under his or her guidance
3. Takes a genuine interest in the projects and encourages completion

REQUIREMENTS

Check over the requirements for the merit badge(s) each counselor will be using. (Have the counselors do this individually.)

MERIT BADGE LIBRARY

A listing of all merit badge pamphlets can be found on the inside back cover of the current *Boy Scout Requirements*.

COUNSELING TECHNIQUES

1. For the Scout to get the most benefit from the counseling session, he must feel welcome and relaxed. One way for the counselor to put him at ease is to ask a simple question. For example, "How long have you been in Scouting?" or "What got you interested in the Astronomy merit badge?"
2. Another way to put a Scout at ease is to show him something related to the merit badge subject. For example, a Coin Collecting merit badge counselor might show the Scout his coin collection. However, don't overwhelm the Scout. Remember, he is probably a beginner.
3. A third way to put a Scout at ease is to ask him to do a simple skill. For example, a Woodwork merit badge counselor might say, "Would you sand this piece of wood while I get some tools ready?"
4. At the first meeting with the Scout, the merit badge counselor should carefully review each requirement to be sure the Scout understands what he must do.



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 1995 Boy Scouts of America
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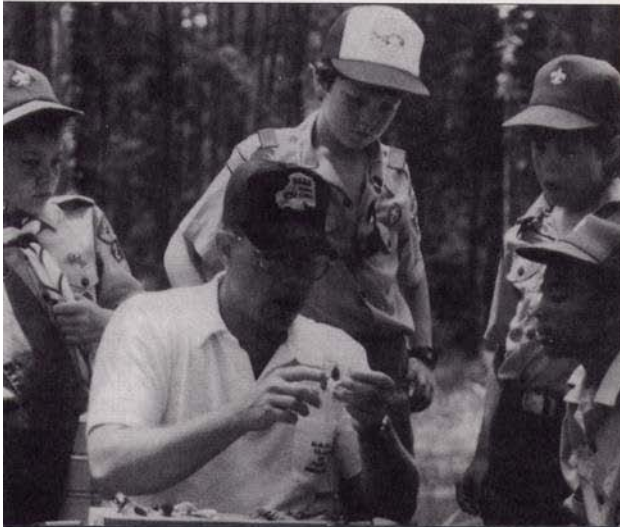
BOY SCOUTS OF AMERICA



MERIT BADGE COUNSELING

A Guide for

Recommending Merit Badge Counselors



WORK SHEET MERIT COUNSELOR

FOR BUILDING A BADGE LIST



BOY SCOUTS OF AMERICA

PURPOSE

This work sheet is designed for use by a district or council committee responsible for advancement. It provides a convenient method for building a merit badge counselor list.

In all cases, merit badge counselors must be approved by the district or council committee responsible for advancement and must be registered as an adult with the Boy Scouts of America.

HOW TO USE

1. Determine the area that the merit badge counselor list must serve.
2. Select head counselors for each merit badge group listed inside this work sheet. Enter their names and addresses in the proper spaces.

The head counselor is responsible for all badges in the group. The counselor is not expected to be an expert in each badge, but should be capable of recruiting those who are qualified.

The number of counselors required for each badge depends upon the badge's popularity with Scouts.

3. Check all existing lists of counselors to determine who are active.
4. Obtain a supply of "A Guide for Recommending Merit Badge Counselors." These leaflets will help you recruit new counselors.

Each leaflet tells the merit badge story and includes a form on which an individual may recommend prospective merit badge counselors. Distribute the leaflets at meetings of organizations such as service clubs, professional groups, parents' meetings, and other such meetings. This will produce the names of many prospective counselors for recruiting.

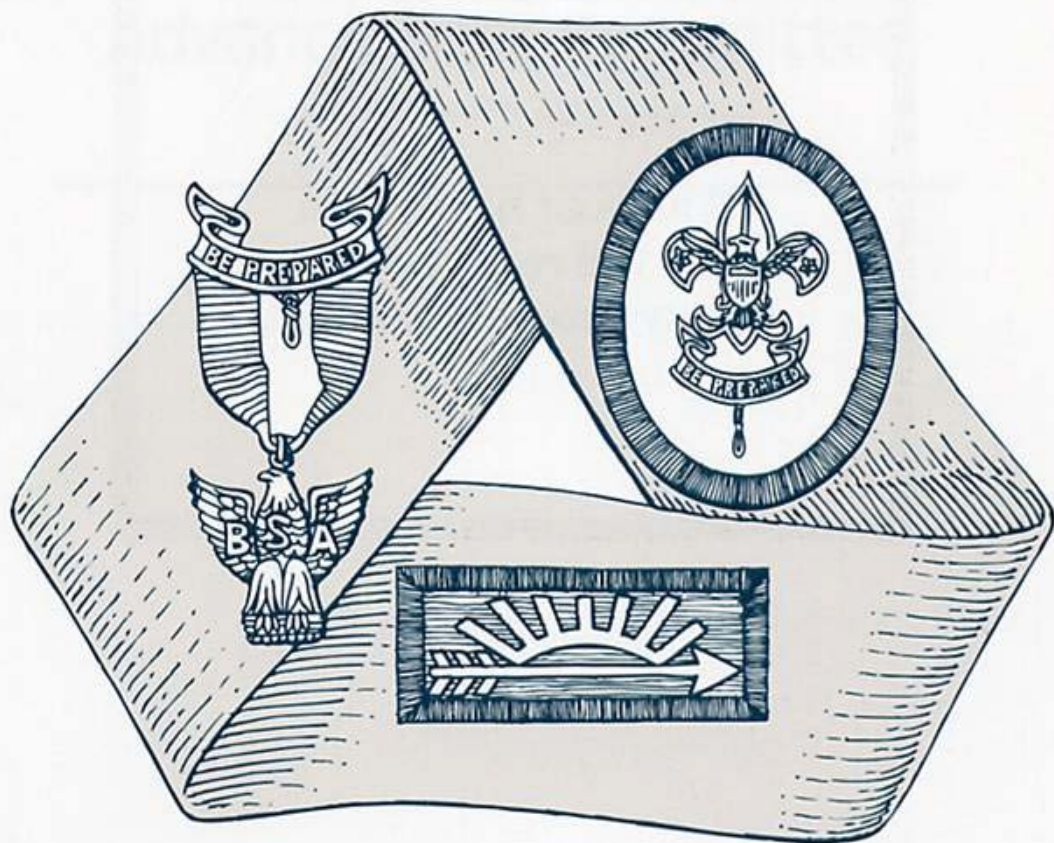
5. When this work sheet is complete, use it as a guide for reproducing additional lists for distribution to all units.
6. Keep this work sheet updated by continually recruiting new counselors to replace the inactive ones and to meet the increased needs of the Scouts it serves. Reproduce revised lists and distribute them at least annually.
7. So that all counselors may learn their jobs, send them a copy of "Merit Badge Counseling."

BOY SCOUTS OF AMERICA



HIGHLIGHTS FOR THE DISTRICT ADVANCEMENT COMMITTEE

... an Overview



Boy Scouts of America



MB Counselor Requirements

The Purpose of Scouting

•to promote, through
cooperation with other
agencies:

**the ability of youth to do
things for themselves
and others**



MB Counselor Requirements

The Purpose of Scouting

- to teach youth patriotism, courage, self-reliance and kindred virtues



MB Counselor

Requirements

The Purpose of Scouting
To achieve this purpose

emphasis is placed on:

educational program

oaths, promises and codes

for:

character development

citizenship

mental fitness

physical fitness



MB Counselor Requirements

Religious Principles

- D**oes not define what constitutes a belief in God or the practice of religion
- D**oes not require membership in a religious organization
- D**oes prefer and strongly encourage membership and participation in the religious programs and activities of a religious organization



MB Counselor Requirements

Religious Principles

Respects the convictions of those who exercise their constitutional freedom to practice religion

The standard of a Scout membership in a religious body is evaluated by those of that body {Therefore, an **Eagle** applicant must provide a reference from his religious leader to indicate whether he has lived up to their body's expectations. }



MB Counselor Requirements

Boy Scout Advancement Procedure

1. Learning
2. Testing
3. Reviewing
4. Recognition



MB Counselor Requirements

Boy Scout Advancement Procedure

- 1. Learning**
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MB Counselor Requirements

Boy Scout Advancement Procedure

BOARDS OF REVIEW

Purpose of The Review

1. To make sure that the work has been learned and completed
2. To check to see what kind of experience the boy is having in his patrol and troop
3. To encourage the Scout to advance to the next level



MB Counselor Requirements

Boy Scout Advancement Procedure

**THE REVIEW IS NOT AN
EXAMINATION**

Appropriate questions:

- where did he learn his skill?
- who taught him?
- what value did he gain from earning this recognition?



MB Counselor Requirements

Boy Scout Advancement Procedure

What the Board of Review
Learns about the Merit Badge
Program:

- Did the Scout do what he was suppose to?
- What kind of experience is the Scout having?
- What changes need to be made in the program?
- What are the Scout's ideals and goals?



MB Counselor Requirements

Boy Scout Advancement Procedure

What the Board of Review
Learns about the Merit Badge
Program:

- Is there a good standard of performance?
- Does the Scout recognize and understand the value of Scouting in his home, unit, school and community?



MB Counselor Requirements

Boy Scout Advancement Procedure

1. Learning
2. Testing
3. Reviewing
4. Recognition



COURSE OUTLINE

- The Administrative
- The Award
- MB Counselor
Requirements
- The Merit Badge
Process



The Merit Badge Process

- 1. Guidance**
- 2. Finding the requirements**
- 3. Review/Decision**
- 4. SM's role**
- 5. Contact with MBC**
- 6. MBC sets date & time & content (buddy)**
- 7. MBC verifies requirements**



The Merit Badge Process

- 8. 1st meeting (buddy)
(written requirements)**
- 9. Number of meetings**
- 10. Meet the
requirements**
- 11. Coached &
encouraged (buddy)**
- 12. MBC assists**
- 13. Individually tested
(buddy)**



The Merit Badge Process

**14.MBC certifies &
congratulates**

**15.MBC at Court of
Honor**



The Merit Badge Process--Group

- 1. Decision**
- 2. MBC selected;
schedule set**
- 3. MBC develops
presentations, aids &
handout
30 minute sessions
Games helpful**
- 4. MBC reviews
requirements**



The Merit Badge Process--Group

5. Testing

**6. Guest experts, visual
and tactile aids**



The Merit Badge Process

Merit Badge Counseling

Techniques

- 1. Make Scout feel warm and welcome**
- 2. Stimulate**
- 3. Easy start**
- 4. Requirements review**
- 5. Follow action words**
- 6. Overkill**



The Merit Badge Process

Merit Badge Counseling

Techniques

- 7. Testing & retesting**
- 8. Encourage practice**
- 9. Follow up**
- 10. Encourage reflection**
- 11. Atmosphere for questions**
- 12. Genuine interest**



Merit Badge Library



Quiz Review



MERIT BADGE PROGRAM QUIZ

[Test your knowledge of the BSA Merit Badge Counselor Program]

1. A Merit Badge Counselor may only be a counselor for four Merit Badges. T F
2. A Merit Badge Counselor may only be a counselor for six Merit Badges. T F
3. A Merit Badge Counselor may not coach his own son or close relative (i.e., nephew) unless he is part of a group of Scouts all working on the same Merit Badge. T F
4. A Merit Badge Counselor who works only with a single unit needs only the unit committee chairman's and chartered organization representative's approval before being approved by the Scout Executive. T F
5. Persons serving as Merit Badge Counselors must be registered as a Merit Badge Counselor with the Boy Scouts of America. T F
6. Registered Scoutmasters and Assistant Scoutmasters who also serve as Merit Badge Counselor do not need to separately re-register as a Merit Badge Counselor. T F
7. A Scout may earn no more than six Merit Badges from the same Merit Badge Counselor. T F
8. Once a Scouter is approved as a Merit Badge Counselor, he is approved for life and never has to be reapproved again. T F
9. A unit Board of Review may approve the awarding of a Merit Badge in lieu of an approved Merit Badge Counselor. T F
10. A Scout must complete all the requirements for a Merit Badge within 12 months or he must start over. T F
11. A Merit Badge Counselor may take the Scout beyond the specific requirements of the Merit Badge so he may discover more about the subject and continue the learning process. T F
12. Due to the BSA policies related to child protection and two deep leadership, a Merit Badge Counselor must have another adult present during all Merit Badge Counseling sessions. T F

Merit Badge Counselor Training

13. A Merit Badge Counselor for scoutcraft areas such as Pioneering, Cooking, Hiking and Camping must accompany the Scout on these activities; therefore, it is usually more appropriate for the Scoutmaster or an Assistant Scoutmaster to be the Merit Badge Counselor. T (F)
14. There is a training program for Merit Badge Counselor. (T) F
15. A unit Board of Review, at the option of the Advancement Chairman, may examine a Scout on any part of a completed Merit Badge. T (F)
16. If because of the weather, locale, or some other condition makes meeting all of the conditions of the Merit Badge requirements impractical, the Merit Badge Counselor with his greater pool of skill and knowledge in the area may substitute requirements for those stated for the Merit Badge. T (F)
17. Merit Badge Counselors must be at least _____ years old. 18
18. The four steps in the advancement and Merit Badge program are: (1) _____, (2) _____, (3) _____, and (4) _____.
(1) learning
(2) testing
(3) reviewing
(4) recognition
19. The requirements for a Merit Badge on the Eagle required list has one set of requirements in the Scout's The Boy Scout Handbook, a different set in the Merit Badge Pamphlet, and a third set in the Boy Scout Requirements, current edition. What should the Merit Badge Counselor do? d
- Use the set in the Scout's **The Boy Scout Handbook** because those are the ones in effect when the Scout joined the Boy Scouts.
 - Use the set in the Merit Badge Pamphlet since that is the official publication for the Merit Badge.
 - Create an optimum set of requirements by combining the requirements of all three publications.
 - Use the requirements as listed in the **Boy Scout Requirements**.
20. A Merit Badge Counselor must present: (1) _____, (2) _____, (3) _____, and (4) _____.
(1) knowledge
(2) skill
(3) character
(4) personal interest



Well

That's all Folks!