

PARENT VOLUNTEER DUTIES



Activity:	Parade Coordinators
Where:	Sellersville and/or Perkasio
When:	Halloween Parade Oct. Memorial Day May
Coordinators (minimum 2):	

Coordinators responsibilities:

- One coordinator must attend the August, September, April, & May pack planning meetings
- Request/Recruit additional support from pack if needed
- Register Pack to participate in the parades
- Obtain Inclement Weather Dates from parade organizers
- Ensure pack banner is at parade
- Send out reminders
- Get supplies for costumes
- Decide on Float
- Schedule date & times to make float & costumes

- For Memorial Day Parade, Purchase Red-White-Blue Decorations for bike, scooters & wagons, Candy for tossing, Small flags with recruiting information for handing out. Maybe attempt to have the pack participate in the ceremony?
- Provide contact information, costs and participation numbers as an information packet for next year's coordinator

PARENT VOLUNTEER DUTIES



Activity:	Overnighter Coordinators
Coordinators (minimum 2):	

Coordinators responsibilities:

- Register Event with Counsel
- One coordinator must attend the pack planning meetings prior to event
- Request/Recruit additional support from pack if needed
- Make Reservations
- Collect Money
- Purchasing pack provided supplies
- Food Preparation
- Coordinate Clean-up
- Providing directions, supplies & details for participation
- Determine theme and activities
- Provide Event Schedule for activities to participants the week before the event
- Send out reminders
- Set-up theme activities for overnighter
- Provide contact information, costs and participation numbers as an information packet for next year's coordinator

PARENT VOLUNTEER DUTIES



Activity:	Field Trip Coordinators Summer Baseball Game Dorney Park
Coordinators (minimum 2):	

Coordinators responsibilities:

- Register event with Council
- One coordinator must attend the pack planning meeting prior to event
- Request/Recruit additional support from pack if needed
- Make Reservations
- Collect Money
- Providing directions, supplies & details for participation
- Provide Event Schedule for activities to participants the week before the event
- Send out reminder
- Determine if we want Group Transportation?
- Decide if you want to do newspaper contacts (Report, Intelligencer, Herald News)
- Provide contact information, costs and participation numbers as an information packet for next year's coordinator

PARENT VOLUNTEER DUTIES



Activity:	Wreath Sale
Coordinators (minimum 2):	

Coordinators responsibilities:

- One coordinator must attend the October & November pack planning meeting
- Request/Recruit additional support from pack if needed
- Collect Money
- Provide Sale Information
- Make up order forms and flyers
- Send out reminders
- Provide contact information, costs, profit and participation numbers as an information packet for next year's coordinator

PARENT VOLUNTEER DUTIES



Activity:	Christmas Caroling
Where:	
When:	December 2006
Coordinators (minimum 2):	

Coordinators responsibilities:

- Register event with Council
- One coordinator must attend the September & November pack planning meetings
- Request/Recruit additional support from pack if needed
- Make plans
- Have an alternate date for inclement weather
- Providing directions, supplies & details for participation
- Provide Event Schedule for activities to participants the week before the event
- Send out reminders
- Decide if a cub scout service project/good turn can be tied into the activity
- Have the cub scouts make little gifts
- Decide if you want to do newspaper contacts (Report, Intelligencer, Herald News) for participants or post in church bulletins
- Provide contact information, costs and participation numbers as an information packet for next year's coordinator

PARENT VOLUNTEER DUTIES



Activity:	Pinewood Derby
Where:	St. Agnes
When:	January
Coordinators (minimum 2):	

Coordinators responsibilities:

- One coordinator must attend the November, December & January pack planning meetings
- Provide Derby Clinic for Tiger Den
- Request/Recruit additional support from pack if needed
- Purchasing pack provided supplies
- Food Preparation
- Coordinate Clean-up
- Providing directions, supplies & details for participation
- Trophies & Ribbons
- Do newspaper contacts (Report, Intelligencer, Herald News) for participants & winners
- Provide Event Schedule for activities to participants the week before the event
- Send reminders
- Provide contact information, costs and participation numbers as an information packet for next year's coordinator

PARENT VOLUNTEER DUTIES



Activity:	Blue & Gold Banquet
Coordinators (minimum 2):	

Coordinators responsibilities:

- One coordinator must attend the November, December, January & February pack planning meetings
- Request/Recruit additional support from pack if needed
- Purchasing pack provided supplies
- Send out Invitations & Collect RSVP Information/Money
- Food Preparation
- Coordinate Set-Up & Clean-up
- Providing directions, supplies & details for participation
- Reserve Entertainment
- Help set-up for Awards & Cross Over Ceremony
- Cake Contest Awards
- Do newspaper contacts (Report, Intelligencer, Herald News) for participation
- Provide Event Schedule for activities to participants the week before the event
- Send reminders
- Provide contact information, costs and participation numbers as an information packet for next year's coordinator

PARENT VOLUNTEER DUTIES



Activity:	Religious Medal
Coordinators (minimum 2):	

Coordinators responsibilities:

- One coordinator must attend pack planning meeting prior to offering the program
- Coordinators must have child clearances and training prior to offering program
- Schedule participation in Scout Sunday events
- Do newspaper contacts (Report, Intelligencer, Herald News) for participation
- Place information in Church Bulletins
- Provide contact information, costs and participation numbers as an information packet for next year's coordinator

PARENT VOLUNTEER DUTIES



Activity:	Recruiting Activities
Coordinators (minimum 2):	

Coordinators responsibilities:

- One coordinator must attend pack planning meetings prior to recruiting event
- Request/Recruit additional support from pack if needed
- Provide contact information, costs and participation numbers as an information packet for next year's coordinator
- Ideas: Target Public Schools (West Rockhill), Back to School Nights, School Communication Envelopes, have cubs recruit at children's Masses at St. Agnes/ Sacred Heart, CCD classes

PARENT VOLUNTEER DUTIES



Activity:	Pack Picnic
Coordinators (minimum 2):	

Coordinators responsibilities:

- One coordinator must attend pack planning meetings for March, April & May prior to event
- Request/Recruit additional support from pack if needed
- Refer to [Pack 199 Picnic](#) Information Packet
- Provide information for following year including, contact information, costs and participation numbers as an information packet for next year’s coordinator

Pack 199 Picnic

The picnic is usually held on the first Sunday of June from 1:00 PM- 4:00 PM. In the past the pack has supplied hamburgers, hotdogs, condiments, paper products and beverages. Each den is usually assigned to bring side dishes, chips and desserts. The picnic location is usually a local park that has large pavilion, electrical outlets, spigots, a kitchen facility and restrooms. A picnic committee should be formed in June of the year prior to the date of the picnic. This committee is responsible for choosing a location, arranging food and activities and all other concerns related to the picnic including attending the pack planning meeting in April and May and meeting as a committee several times over the year. The picnic location should be booked 6 months to a year in advance. The pack maintains supplies, games and other items left from the prior year's picnic and other pack functions in the shed at OLSH.

2006 Pack Picnic Details

Committee: Viktoria O'Donnell, Julie Danielson, Mary Alexander

Date: Sunday, June 4, 2006

Time: 1:00 PM – 4:00 PM

Location: Sellersville Firehouse Picnic Grove

Pack Costs:

- Picnic Grove \$200
- Costco \$165:
 - 75 hamburgers
 - 80 Hotdogs
 - 5 packs hamburger buns (16 count)
 - 5 packs hotdog rolls (16 count)
 - 4 bottles ketchup
 - 2 bottles yellow mustard
 - 2 bottles relish
 - 15 disposable white table covers
 - 2 rolls aluminum foil
 - 144 plates
 - 90 slices of American cheese
 - 4 cases of bottled water (35 count)
 - Trash bags
- Party City \$16:
 - 4 large foil tins
 - 150 16 oz. Cups
 - 100 straws
 - Serving utensils
- Fischer's Rentals \$130
 - 60 inch propane grill
- Sellersville Beverage \$40
 - ¼ keg birch beer
 - Ice

- Tap
- Large ice buckets

Families Attending

Connelly	4	Moore	5	Selya	4	O'Brien, T	4	Hoyer	3
White	1	Schisselbauer	3	Handy	5	Falcione	4	Grouke	5
Danielson	5	Rodgers, L	4	Cook	3	Plummer	2	Oswald	4
O'Donnell	6								

Planned Entertainment

Potato sack races
 3 legged race
 Bottle rockets
 Sand relays
 Bucket brigade
 Tug o war
 Water balloons

Other Items Used but not purchased for the picnic:

Heavy tape
 Barbecue utensils
 Pitchers
 Soap
 Towels
 Paper towels
 Napkins
 Dessert plates
 Plastic ware

Alternative Sites For 2007:

Park on Ridge Road
 Lenape Park
 Kid's Castle Doylestown
 Skate Park Pavillion-Perkasie
 Nockamixon State Park

PARENT VOLUNTEER DUTIES



Activity:	Summer Pool Party
Coordinators (minimum 2):	

Coordinators responsibilities:

- One coordinator must attend pack planning meetings for April, May & June prior to event
- Request/Recruit additional support from pack if needed
- Make Reservations
- Have an alternate inclement weather date and contingency plan
- Collect Money
- Purchasing pack provided supplies
- Providing directions, supplies & details for participation
- Provide Event Schedule for activities to participants the week before the event
- Send out reminders
- Provide contact information, costs and participation numbers as an information packet for next year's coordinator

PARENT VOLUNTEER DUTIES



Activity:	Toy Drive Food Drive
Coordinators (minimum 2):	

Coordinators responsibilities:

- One coordinator must attend pack planning meeting prior to collections
- Determine what group we are donating/ collecting for
- Set Date for items to be collected
- Coordinate the drop off if items
- Provide contact information, costs and participation numbers as an information packet for next year's coordinator

