

Serving as Course Director is a great opportunity to contribute to the council, to develop your own skills and to help others have a great NYLT experience. However, it takes a lot of time and heart and it must be a priority for you. Many of us wear multiple scouting hats – this is one that lasts a very short amount of time and you must commit yourself to it. You will be taking on the responsibility of contributing to the growth of each participant and the strength of the units that those participants serve. You will make a difference for many people, most of whom you will not meet.

NYLT staff devote their time and energy (and finances) to leave a legacy of leadership. They are an example of servant leadership and how to apply the skills taught in Wood Badge and NYLT. They are good presenters and cheerfully help and support each other. They must be selfless team members who are committed to scouting's mission, vision and values. Mentoring youth leadership is a primary responsibility of NYLT adult staff.

Per the NYLT course administration guide, a selection committee composed of volunteers and professionals, with Council professional and Area approval, selects the Course Director who then is responsible for recruiting and selecting the course staff. Decisions about staff promote diversity of programs, units and districts. To the best of our ability, we match the diversity of our council in age, gender, location and ethnicity. Approximately 1/3 are first-time staff.

To be eligible to serve as a NYLT Course Director, you must:

- Be a currently registered BSA adult leader, be at least 21 years of age, and be a strong supporter of BSA and the local council.
- Have successfully completed the Wood Badge for the 21st Century course and have received your Wood Badge beads.
- Have successfully staffed at least 1 NYLT course as an Assistant Scoutmaster.
(Note that, while possible in extreme circumstances, Hawk Mountain Council does not regularly allow those who have served as Course Director for either Wood Badge or NYLT to serve as Course Director again)
- Demonstrate the ability to train, counsel and perform the specific tasks required of a Course Director. The Course Director takes primary responsibility for publicity and creates a recruitment plan. The Course Director works with the Staff Advisor to plan, develop a budget, obtain supplies and implement the course.
- Be enthusiastic, open-minded, flexible, people-oriented and committed to implementing the course in a positive manner and according to the syllabus
- Be prepared to enable NYLT youth staff to run the course by serving as a mentor and mentor the NYLT Assistant Scoutmasters.
- Be a role model for scouters and scouts, exemplifying the Scout Oath and Law, and be well respected by volunteers and professionals
- Be approved by the NYLT Coordinator, the Council Training Chair and the Council Scout Executive
- Participate in the Course Director Conference within 12 months of the course start
- Sign the Course Director pledge
- Have participated in a Trainer's Edge course at least once before the course start date.
- Have taken the Understanding and Preventing Youth on Youth Abuse training before the course start date.
- Submit a BSA Annual Health and Medical Record (including part C) no older than one year from the course date.

Please keep in mind the following requirements to be a staff member:

- Staff must be available for the full duration of the course including the evening before each course weekend. Please check the course dates before applying to serve on staff.
- In addition, staff fully engage in staff development including at least 3 development workdays in the 4-6 months prior to the course and devote personal preparation time.
- All staff are active recruiters for the course. You should expect to recruit 2 participants or more.
- To keep the cost to participants low, all staff members pay their own way. In the past, the staff fee has been \$100-125 which includes meals, program materials, insurance, t-shirts and patches. The NYLT Course Director pays for their way to the Course Director Conference in place of a requirement to pay a staff fee.
- The Scout Oath and the Scout Law are the code of conduct for the course. Staff set the example for participants with their energy, attitude, willingness to help and uniform.

Get started today by completing the below and submitting it to: Hawk Mountain Council, 5027 Pottsville Pike, Reading, PA 19605.
Attention to: Kelly Dolnack / NYLT Staff

Hawk Mountain Council

NYLT Course Director Application

Name _____ Date _____

Address _____ City _____ State _____ Zip _____

Phone(s) _____ (H) _____ (C)

Email address _____

Unit(s) _____ District _____

Current BSA Position (s) _____

Previously Held BSA Positions, if any _____

Wood Badge Course # _____ Year _____ Beads Awarded ____ Yes ____ Not yet

Wood Badge Troop Guide Course # _____ Year _____ Course Director _____

Identify two BSA registered adults who can address your leadership and communication skills (no letters required)

Name _____ Unit _____

Phone _____ Email _____

Name _____ Unit _____

Phone _____ Email _____

Previous Wood Badge or NYLT Staff Experience (list course number and position)

BSA Training Courses or Certifications Completed (course and approximate date)

Additional experience as a trainer (BSA courses, unit level training, other experience teaching others, etc.)

I understand and am willing to meet the staff requirements as listed: _____ (Signature)

On the back or on an additional sheet, please address each of the following important questions:

- Why do you want to be the Course Director?
- What is your vision of a successful NYLT experience?
- What have you learned in your previous course experiences which prepares you to accept the responsibility of course director?
- Address your ability to
 - Build excitement and commitment to learning necessary for a successful course by dedicated efforts to recruit along with your staff.
 - Be aware of and use of the leadership skills taught in Wood Badge and NYLT (communication, leading and teaching edge, project planning, problem solving and servant leadership)
 - Mentor youth leadership. Be specific about your experience and your approach to working with youth leaders.
 - Organize, motivate and work well in a team under high pressure.
 - Demonstrate good presentation skills. For NYLT, you will be mentoring youth in their presentation skills, so role modeling and instruction of staff are important.