



Key Elements of a Successful Fall Round-Up for Packs

January-March

- ☐ The pack conducts a leadership and membership inventory to begin the selection process for recruiting new leaders and families.

April-June

- ☐ Attend the round-up kickoff.
- ☐ Attend district round-up training meetings.
- ☐ Complete leadership and membership inventories and select and train fall leadership.
- ☐ Recruit sufficient unit leaders to help with the sign-up night as needed for set-up, decorations, displays, etc.
- ☐ Attend the council or district program planning kick-off for leaders.

July-September

- ☐ Conduct the annual pack program planning conference (including new leaders).
- ☐ Conduct media, neighborhood, and community promotions.
- ☐ Encourage all boys and leaders to wear their uniforms the day of the sign-up night.
- ☐ Provide Fast Start training for new leaders.
- ☐ Attend and participate in the round-up event at your assigned school or site.
- ☐ Conduct an outdoor activity or event for newly recruited boys and parents.

October-December

- ☐ Follow up with all new leaders, boys, and parents to make them feel welcome and a part of your pack.
- ☐ Ensure that all new boys are participating in a den and all new leaders have received Fast Start training and invite new leaders to attend an upcoming basic training course.
- ☐ Den leaders conduct new parent/boy orientations for Tiger Cubs, Cub Scouts, and Webelos Scouts.



The Pack Round-Up Committee Chair

The Cub Scout round-up is the largest recruiting drive done during the year. The event itself is conducted a few weeks after school begins, but the preparation begins in early spring. The focus of this recruiting effort is first- through fifth-grade boys. Presentations are scheduled with local elementary schools and other local organizations.

Responsibilities

March–April

Attend the district round-up training and receive your pack’s round-up materials.
Recruit a sufficient number of unit leaders to help with the sign-up.

April–June

Attend the district round-up kickoff for leaders.
Adhere to the key elements of the timeline for a successful fall round-up for packs.

August–September

Conduct the round-up at your pack and turn in the applications.



Pack Leaders

The Cub Scout round-up is the largest recruiting drive done during the year. The event itself is conducted a few weeks after school begins, but the preparation begins in early spring. The focus of this recruiting effort is first- through fifth-grade boys. Presentations are scheduled with local elementary schools and other local organizations.

Responsibilities

February 15

The pack conducts a leadership and membership inventory to begin the selection process for recruiting new leaders and families.

April

The pack determines program year leadership and provides Fast Start training to new leaders.

June

Attend district round-up unit chair briefing.

Assist all units with personnel recruiting.

The pack encourages leaders to participate in Basic Leader Training.

The pack conducts its annual Pack Program Planning Conference (including new leaders).

August–September

The pack conducts neighborhood and community promotions, boy recruiting presentations, and the round-up, and submits applications to the round-up coordinator.

September 20–30

Follow up with Cub Scouts not assigned to dens.

The pack conducts a September pack meeting.



Pack Round-Up Agenda

I. Before the meeting

Assigned to _____

- A. Set up tables and chairs as needed.
- B. Set up Cub Scout project exhibits.
- C. Make sure all materials and equipment are on hand.
 - 1. Name tags, registration sheets, pens
 - 2. Pre-opening game materials
 - 3. Youth and adult registration applications
 - 4. Ceremony and games equipment

II. Pre-opening

Assigned to _____

- A. The welcoming committee greets families as they arrive.
- B. Register attendance.
- C. Provide name tags for boys and adults.
- D. Start a pre-opening get-acquainted game.
- E. Direct visitors to the exhibit area and to their seats.

III. First half of main meeting

A. Opening

Assigned to _____

- 1. Lead the Pledge of Allegiance.
- 2. Teach the Cub Scout salute.
- 3. Lead Cub Scout action song.

B. Welcome and introductions

Assigned to _____

- 1. Have the Cubmaster or Join Scouting Night chair introduce pack leaders and guests.
- 2. Have an assistant Cubmaster or other adult take boys to another room or outdoors for games and activities during the main part of the meeting.

C. Explain the Cub Scout program.

Assigned to _____

- 1. Include Scouting's aims and the purpose of Cub Scouting.

D. Explain the benefits Cub Scouting has for families.

Assigned to _____

E. Explain how Cub Scouting is organized.

Assigned to _____

F. Review joining requirements listed in chapter 10 of the *Cub Scout Leader Book*.

Assigned to _____



G. Explain the advancement program. Refer to chapter 18, "Advancement," in the *Cub Scout Leader Book*. **Assigned to** _____

1. Discuss the advancement program, beginning with Bobcat requirements and ending with graduation into a troop. Explain that this will be reviewed in more detail at the den parents' meeting.
2. Explain that Tiger Cubs must earn the Tiger Cub badge prior to earning the Bobcat badge. Details will be reviewed during program group meetings.

H. Explain how parents help the Cub Scout. **Assigned to** _____

1. Review the family guide in the Cub Scout program books. This will be covered in more detail at the den parents' meeting.
2. Discuss family responsibilities. See chapter 5, "Family Involvement," in the *Cub Scout Leader Book*.
3. Review the family's financial commitment upon joining the pack. Discuss registration fees, den dues, and money-earning projects of the pack.
4. Emphasize the importance of the complete uniform.
5. Have parents complete the Application to Join a Pack, going over it with them step by step. Emphasize the parent agreement on the application.
6. Ask all parents or adult family members to fill out family talent surveys. See the appendix in the *Cub Scout Leader Book*.
7. Discuss *Boys' Life* magazine, its value, and cost.

I. Program groups

Assigned to _____

At this point in the meeting, the boys can rejoin the group. Have families participate in a song or a game. Then divide families into three groups—one each for Tiger Cub-age boys, Wolf and Bear Cub Scout-age boys, and Webelos Scout-age boys.

Previously selected den leaders are furnished with program-appropriate materials and literature. During this period, den leaders collect the boy applications and fees from each family and make a list of boys in the den. At this time, the den leader and families should decide on a suitable den meeting day and set a date for the first den adults' meeting. See chapter 19, "Tiger Cub Program;" chapter 20, "Wolf and Bear Program;" chapter 21, "Webelos Scout Program," in the *Cub Scout Leader Book*.

1. Tiger Cub group

Assigned to _____

The Tiger Cub den leader meets with boys and their adult partners to explain den organization and the adult partner's role in the Tiger Cub program.



2. Cub Scout group

Assigned to _____

Families sit together by grade level. The Wolf Cub Scout den leader meets with the second-grade boys and their families to explain the Wolf badge, den organization, and the family's role in the Cub Scout program. The Bear Cub Scout den leader does the same for families of third-grade boys.

3. Webelos Scout group

Assigned to _____

The Webelos den leadership meets with families to review the Webelos badge and Arrow of Light Award requirements, den organization, and how families fit into the program.

Note: Create a Boy Scout group in case any boys in the sixth grade or above attend. Troop organizers will take over this group, and they will meet with the troop and unit leaders present.

These group meetings are short and do not take the place of the den adults' meetings or parents' meetings, which will be held at another time with the den leaders.

IV. Second half of main meeting

The groups are brought back together to discuss the following topics:

A. Leadership

Assigned to _____

1. Announce the date and place of each den meeting if they have been determined.
2. Discuss adult registration fees and uniforms.
3. Have the pack trainer talk briefly about helping new den leaders get started—monthly pack leaders' meetings, Fast Start training, Basic Leader Training, roundtables, and pow wow or University of Scouting.
4. Invite the pack committee chair to talk briefly about the pack's plans for the future, mentioning some of the more exciting activities.
5. Discuss other pack leadership vacancies. Pack leadership should determine who are the best candidates to serve in these positions; submit names of potential candidates to the pack committee and chartered organization for approval.

B. Registration

Assigned to _____

1. Review the purpose of registration and answer any questions.
2. Collect all applications and fees. Den leaders may have already collected the boys' applications and fees during the group programs.



C. Closing

Assigned to _____

1. Announce the following training and meetings:
 - Fast Start Training
 - Basic Leader Training
 - Next pack leaders' meeting
 - Next pack meeting
 - District roundtables
2. Thank everyone for coming.
3. Close with an inspirational thought, emphasizing the importance of family involvement.

V. After the meeting

- A. Enjoy fellowship and refreshments.
- B. Verify money and registration applications.
- C. Calculate and prorate fees if necessary.
- D. Keep the pack copy of the boy applications; turn in other copies and fees to the local council as soon as possible.
- E. Forward adult applications and fees to the local council service center as soon as they have been approved by the chartered organization, keeping the pack copy.
- F. Check to make sure the room is clean and returned to its original order.

Refer to chapter 10, "Den and Pack Management," in the *Cub Scout Leader Book* for detailed information on the Join Cub Scouting effort. Check with your local council for additional information and available resources on recruiting new boys and leaders.