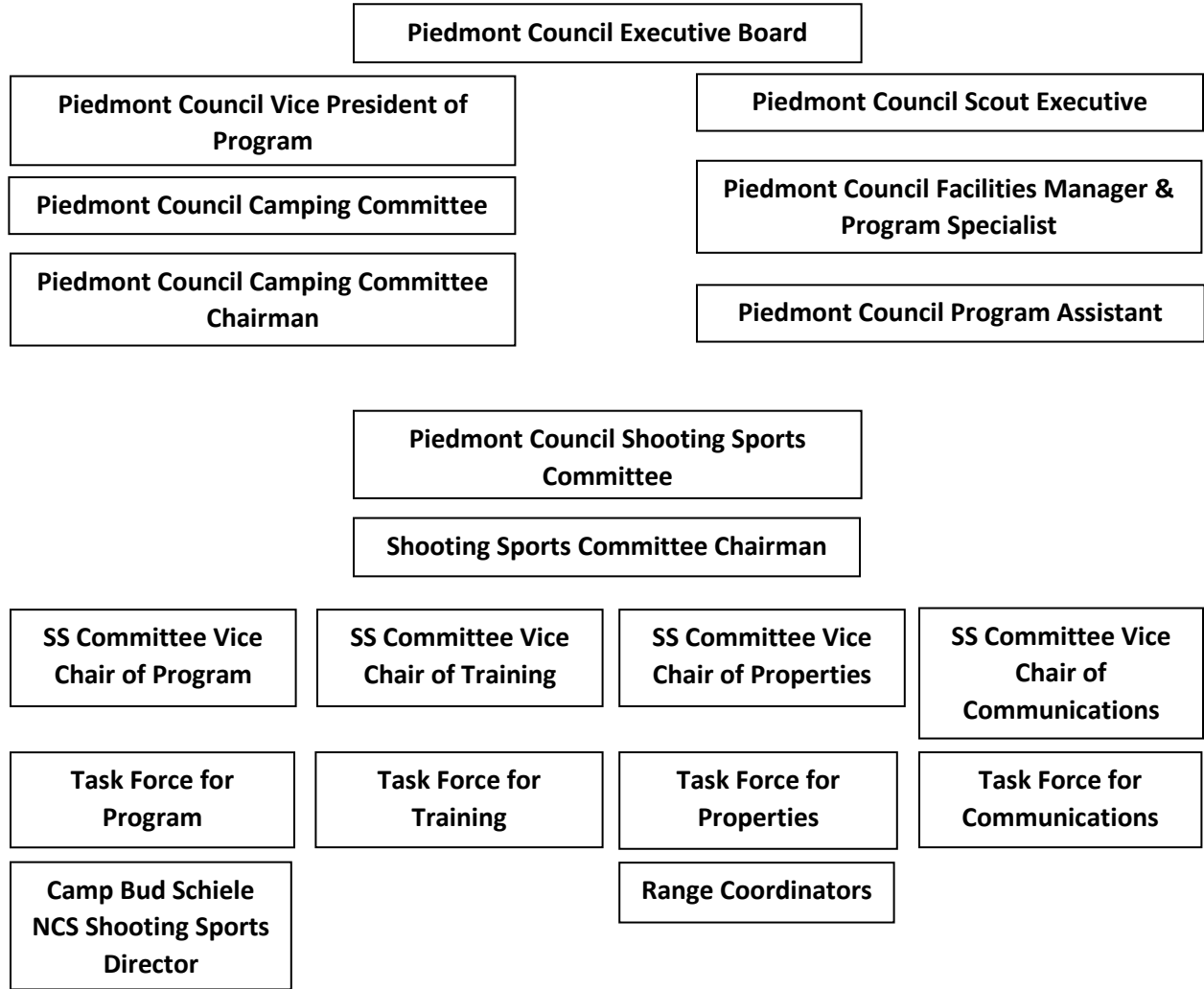


PIEDMONT COUNCIL SHOOTING SPORTS COMMITTEE

Committee Organization Chart



Position: Council Shooting Sports Chairman

Description:

Lead and direct Piedmont Council Shooting Sports Committee. Responsible for developing and delivering all assigned components of all Piedmont Council Shooting Sports Programs within all Council Properties and promoting safe Shooting Sports programs at the unit level. Assembles a committee from across the Council to support Shooting Sports programs. Assures that all Shooting Sports programs are of the highest quality in content and delivery.

Duties:

1. Chair the Piedmont Council Shooting Sports Committee comprised of knowledgeable individuals deemed appropriate to fulfill assigned responsibilities.
2. Recruits and trains individuals to carry out the work of the committee.
3. Schedules meetings, preferably on a monthly basis, of the shooting sports committee and submits reports to the Council of the committee actions. Note that the meetings can be via conference call; however, at least three to four face to face meetings should take place on a yearly basis or as needed.
4. Advises the Camp Bud Schiele summer camp National Camping School Shooting Sports Director (NCS SSD) in ensuring all shooting sports requirements in the National Camp Standards are being met.
5. Accompanies the Area Camp Visitation Team on the Tour of the shooting sports facilities and answers any question relating to compliance of the National Standards.
6. If requested by the Camp Bud Schiele Camp Director, submits an evaluation on the NCS SSD and the Shooting Sports Staff.
7. Provide and promote a broad array or basic and advanced Shooting Sports activities to support all parts of the Scouting Program.
8. Ensures compliance with all BSA/NRA shooting sports standards for Cub Scout, Boy Scout, Venturing Scout, Exploring Scout, and Sea Scout programs on and off council property.
9. Ensures adequate training sessions are available annually to certify Instructors for Cub Scout Day Camps for Archery and BB Gun Shooting, and assists in offering NRA Instructor Classes to volunteers through the Council that are willing to volunteer their time in the year-round shooting sports program.
10. If asked, assist the Camp Director in identifying and recruiting the Shooting Sports Director for Summer Camp. In the event of illness or emergency, serves in this capacity if requested in this situation and is able to do so.

11. Is provided with a current inventory of all Council shooting sports equipment and supplies and provides copies to all interested persons.
12. Assist in developing and continuing review of the Standard Operating Procedures Manual for the Reservation's ranges.
13. Identifies adult Scouters to help in year-round shooting sports programs and ensures they hold the appropriate NRA certifications. Maintains a current list of individuals with NRA certificates and NCS SSD credentials.
14. Ensures proper advancement activities are available for youth across the Piedmont Council. Serves as a resource for Shooting Sports Activities, or other Council and District Events.
15. Actively assess safe operation of council- and district-led Shooting Sports activities including summer camp and promotes Shooting Sports safety at the unit level.
16. Attracting, developing, and retaining qualified Shooting Sports leaders for the training, program, advancement, and safety activities above is a primary role for this position. This includes summer camp and year-round council- and district-led Shooting Sports Activities and should include succession planning for key roles. Makes a financial commitment to support the Boy Scouts of America.
17. Serves as a member of the Piedmont Council Camping & Outdoor Program Committee.

Reports to: Piedmont Council Camping & Outdoor Program Committee
Chairman

Professional Partner: Mark Belli

Tenure: 1 year renewable term

Time Commitment: 10-20 hours/month

Training:

It is recommended that the individual hold one or more NRA Instructor Certifications and is also recommended that the individual hold a current National Camping School Shooting Sports Director (NCS SSD) certification.

Position: Vice Chair of Shooting Sports Program

Description:

Assists the Council Shooting Sports Chairman with overseeing all shooting sports programs offered throughout the Council.

Duties:

1. Attends the monthly meetings of the Council Shooting Sports Committee.
2. Attends at least 4 out of the 8 monthly Camping Committee meetings including Pre-Camp inspection in January and the July meeting at CBS.
3. With help of their task force, ensures that year-round shooting sports activities and events are available across the Council for all levels of Scouting. These can be held as one day events or weekend events, open shoots at CBS for units camping, NRA First Steps training for youth, NRA Basic Training for youth, ect.
4. Submits a monthly report to the Committee Chairman consisting of information for upcoming events that can be offered as well as the outcome of events from the past month.
5. Works with the VC of Communications to advertise and promote all shooting sports activities that are available on the Council website. Ensures that monthly round tables have the information available for units.
6. Actively recruits volunteers to assist with the year year-round shooting sports program and ensures volunteers meet the BSA requirements for proper supervision.
7. Ensures that each range and event has a Standard Operating Procedures manual and all staff has read it.
8. Works with the VC of Training, Properties, and Communications.
9. Responsible for forming a Shooting Sports Program Task Force to assist in carrying out year-round programs.

Reports to: Council Shooting Sports Chairman

Tenure: 1 year renewable term

Time Commitment: 5-10 hours/month

Training:

Recommended they hold at least one NRA Instructor Certification and NRA RSO as well as Level 1 Archery Instructor.

Position: Vice Chair of Shooting Sports Training

Description:

Assist the Council Shooting Sports Chair in overseeing all the Shooting Sports Training throughout the Council.

Duties:

1. Attends the monthly meetings of the Council Shooting Sports Committee.
2. Attends at least 4 out of the 8 monthly Camping Committee meetings including Pre-Camp inspection in January and the July meeting at CBS.
3. Is familiar with the current BSA National Shooting Sports Manual, and ensures that all shooting sports activities and events follow the BSA requirements for qualified supervision.
4. Assists the Council Shooting Sports Chair in organizing NRA Instructor and RSO courses throughout the Council for BSA volunteers and NRA First Steps and Basic Training for youth.
5. Maintains a current list of NRA Range Safety Officers and NRA Instructors that are willing to help with Council Shooting Sports and the area they are willing to travel. Provides this updated list to the Council Shooting Sports Chair and VC of Program.
6. Organizes Archery and BB Gun Rangemaster training throughout the Council.
7. Works with the VC of Communications to advertise all shooting sports training opportunities on the Council website and ensures that the material are available at all Round Tables.
8. Helps the Chairman in the recruitment of shooting sports volunteers and assists with shooting sports activities and events whenever possible.
9. Responsible for forming a Shooting Sports Training Task Force to assist with the shooting sports training programs offered throughout the year.

Reports to: Council Shooting Sports Chairman

Tenure: 1 year renewable term

Time Commitment: 5-10 hours/month

Training:

Currently certified with a minimum of one NRA Instructor level as well as NRA RSO. It is recommended that this individual be an NRA Training Counselor and NCS SSD as well as Level 1 Archery Instructor.

Position: Vice Chair of Shooting Sports Properties

Description:

Assists the Council Shooting Sports Chair in overseeing all the shooting sports properties throughout the Council.

Duties:

1. Attends the monthly meetings of the Council Shooting Sports Committee.
2. Attends at least 4 out of the 8 monthly Camping Committee meetings including Pre-Camp inspection in January and the July meeting at CBS.
3. Submits a monthly range property report to the Council Shooting Sports Chair consisting of information as to the physical condition of the Council camp ranges and materials.
4. Notifies the Council Shooting Sports Chairman of any repairs that may be needed to the ranges and/or shooting sports equipment.
5. Submits recommendations for the range improvements.
6. Ensures that ranges are in a safe working order.
7. Ensures that all ranges have Standard Operating Procedures, and if not helps to develop one for the range and/or event.
8. Helps the Chairman in the recruitment of shooting sports volunteers and assists with shooting sports activities and events whenever possible.
9. Responsible for forming a Shooting Sports Range Properties Task Force to assist with the duties outlined above for all camps throughout the Council, including Cub Scout Day Camps.

Reports to: Council Shooting Sports Chairman

Tenure: 1 year renewable term

Time Commitment: 5-10 hours/month

Training:

Currently certified as an NRA Range Safety Officer. It is recommended that this individual be currently certified in a minimum of one NRA Instructor ratings.

Position: Vice Chair of Shooting Sports Communication

Description:

Assists the Council Shooting Sports Chair in overseeing all the shooting sports communication throughout the Council.

Duties:

1. Attends the monthly meetings of the Council Shooting Sports Committee.
2. Attends at least 4 out of the 8 monthly Camping Committee meetings including Pre-Camp inspection in January and the July meeting at CBS.
3. Responsible for taking committee meeting minutes and distributing to committee members.
4. Responsible for all shooting sports communication ensuring that it will be given, in order, to the designated Council individual so that information for all shooting opportunities, events, and activities can be distributed on the Council website, among the Council committees, Field Service Offices and the units.
5. Ensures that all shooting sports opportunities, events, and activities are distributed to Round Tables.
6. Responsible for ensuring that all communications are kept up to date and revised as necessary.
7. Helps the Chairman in the recruitment of shooting sports volunteers and assists with shooting sports activities and events whenever possible.
8. Responsible for forming a Shooting Sports Communications Task Force to assist with the distribution of shooting sports information to District Round Tables throughout the year.

Reports to: Council Shooting Sports Chairman

Tenure: 1 year renewable term

Time Commitment: 5-10 hours/month

Training:

Recommended they hold at least one NRA Instructor Certification or NRA RSO or USA Level 1 Archery Instructor or BB/Archery Rangemaster Certification.

Position: Task Forces for Program, Training, Properties, and Communication

Description:

Assists the Vice Chair of Program, Training, Properties, or Communications, with carrying out their responsibilities. This Task Force will consist of volunteers from across the entire Council with the task force being split into groups which will cover designated areas. Each group will have a designated Task Force "Coordinator." The group of individuals can be focused on one certain area or be volunteers for more than one area of the Council. The Task Force, must, however, have a sufficient number of volunteers to run year-round programs in each of the activities they are willing to work with and within a designated area assigned.

Duties:

1. Attends any Shooting Sports Committee meetings as well as those assigned to their task force(s).
 - a. Program Task Force: Attend Shooting Sports/Camping Committee Meeting in July at Camp Bud Schiele.
 - b. Training Task Force: Attend Shooting Sports Committee Meeting in September at Camp Bud Schiele.
 - c. Properties Task Force: Attend Shooting Sports/Camping Committee Meeting in January at Camp Bud Schiele.
2. Assists the Vice Chair they are working with; however, they may also volunteer to assist in other task force if they choose to.
3. Understand and is willing to carry out the rules and regulations stated in the BSA National Shooting Sports Manual as well as the Piedmont Scout Reservation Range Standard Operating Procedures Manual.
4. Actively recruits volunteers to assist with the Task Force.
5. Promotes all shooting sports events and activities within the Piedmont Council.
6. Submits a monthly report to the Vice Chair. This report will include information as to what activities have taken place and what will be happening in the future for the task force they are assigned.

Reports to: Vice Chair of their Task Force

Tenure: 1 year renewable term

Training:

It is recommended that these individuals be certified in at least one NRA Instructor rating & NRA RSO, or USA Level 1 Archery. (Training will be available for those interested).

Position: Range Coordinators (Campmasters)

Description:

Works with the Committee Chairman and Vice Chairs in overseeing all shooting sports activities at a designated camp range. They are responsible for ensuring that whoever is running an event has the required trained range supervision for that activity.

Duties:

1. Oversees all shooting activities at designated camp. This does not mean that they must be the individual running the event, however, they must ensure that the individual in charge of an event has the necessary required supervision in place for the particular activity, and ensures that they know how to open and close the particular range.
2. They are responsible for conducting the Pre-Inspection outlined in the Shooting Sports SOP Manual. (Chapter 5, Safety Plan)
3. Working with the Vice Chair of Program and their Task Force, they will organize monthly open shoots for Units camping on the weekends. They are responsible for giving the dates and times of these open shoots to the Council so that they can be posted on the Council website for when units register to camp for weekends.
4. Working with the Vice Chair of Program, they help organize weekends for Units to work on the Archery, Rifle, and Shotgun Shooting Merit Badges.
5. Responsible for ensuring that ALL the Range Usage forms are completed for every shooting activity held on the camp ranges and that a copy of these are submitted to the Committee Chairman.
6. Responsible for working with the Vice Chair of Properties by informing them of any range needs that need attention.
7. Responsible for working with the Vice Chair of Training by letting them know of training needs for volunteers.

Reports to: Council Shooting Sports Chairman and Vice Chairs

Position: Camp Bud Schiele NCS Shooting Sports Director

Description:

To administer and coordinate the overall shooting sports programs of the camp in accordance with the standards set forth by the BSA and Piedmont Council.

Duties:

1. Assures that all campers, leaders, visitors, and staff served by the Shooting Sports Staff receive quality programs that are conducted safely and in compliance with all applicable laws and BSA standards.
2. Maintains all facilities and equipment associated with the Shooting Sports Area during summer camp.
3. Supervises and trains the Shooting Sports Staff.
4. Supervises and provides supplemental training to archery the instructor.
5. Responsible for teaching and overseeing the teaching of all programs associated with the Shooting Sports Area.
6. Assures the safety and welfare of all campers, leaders, and staff while on the Shooting Sports' Ranges.
7. Performs other duties as assigned by the Camp Director or Program Director.
8. Gives the shooting sports safety briefing during Sunday check in.
9. Keep records of how much ammunition is used daily.
10. Serve as range officer when necessary.
11. Ensures that ranges are open and ready before Scouts arrive to class.
12. Observe and evaluate staff on instructional techniques.
13. Ensures recreation shooting sports opportunities run smoothly and efficiently.
14. Maintains a running inventory of supplies and request supplies needed in a timely fashion.
15. Ensures firearms and other tools are maintained and cared for.
16. By directly executing or through staff, ensure the Grand Ole Adventure event is run smoothly and efficiently.
17. Will audit and have all merit badge/area paperwork turned in on time Friday.
18. Attend and participate in general and Key Staff meetings.
19. Attend and support camp-wide events including morning and evening assemblies.
20. Fulfill assigned position at Saturday checkout

Reports to: CBS Program Director, Vice Chair of Program, and Chairman

Tenure: 7 Week Summer Camp (paid)

Training: Required to hold a current National Camping School Shooting Sports Director certification.