



2018 National Order of the Arrow Conference

Cell Name: Empowering the Troop Order of the Arrow Representative

Session Length: 45 Minutes

Through this session, you will:

Explain how to empower your Troop Order of the Arrow Representative.

Demonstrate what a successful Troop Order of the Arrow Representative looks like.

Guide to having great Troop Order of the Arrow Representatives.

Enable the lodge to effectively use a Troop Order of the Arrow Representative.

Learning Outcomes: [create a brief list of what participants should take away with them]

- The importance of training your Troop Order of the Arrow Representatives.
- What a model Troop Order of the Arrow Representative looks like.
- How to effectively use the Troop Order of the Arrow Representative within your chapter and lodge.

Theme Connection:

The theme of NOAC 2018 is “Decide Your Destiny,” emphasizing the message that today’s decisions shape tomorrow’s reality. This session will relay this theme in the following ways:

- The Troop Order of the Arrow Representative is often referred to as the backbone of the organization. Use this session to go back to your lodge and help train your Troop Order of the Arrow Representatives.

This session will help the ****Lodge/Chapter/Section**** with the Journey to Excellence Requirement(s)

Requirement 4: Ordeal Completion

Requirement 9: Unit Visitation

Requirement 10: Unit of Excellence Award

Required Materials: [tailor specifically for this session after the syllabus is done, e.g. handouts, flipcharts, projector, screen]

- flip chart
- Laptop (with internet)



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- PowerPoint
- Projector
- Pens and paper

TRAINER PREPARATION

For this session the trainer needs to have been a Troop Order of the Arrow Representative at sometime within their scouting career. Also, they need to know the typical duties assigned to the Troop Order of the Arrow Representative.

1. Develop a PowerPoint/flipchart
2. Print out copies of the Troop Order of the Arrow Representative job and duties description (oa-bsa.org)
3. Have a couple of examples of personal experiences you may have seen as a youth/adult.

Session Narrative

[The body of your session should be here. Be sure to use headings that break up the different topics or part of the session, and adjust the recommended time for each part after you've written it]

Trainer Instructions: Start off by giving an introduction of your self including things like what lodge your from and a couple fun facts about you.

Introduction

5 minutes

1. Start off the session by having the participants pull out a sheet of paper and a pen. Have them write what they think the perfect Troop Order of the Arrow Representative does.
2. Next, have them circle the ones that they actually see their Troop Order of the Arrow Representative do and cross out the ones that their Troop Order of the Arrow Representative does not do.
3. Have the participants introduce themselves. (What lodge, age, etc.)
4. Talk about eligibility requirements, term, and whom they report too.



Troop Order of the Arrow Representative Job Description **20 minutes**

A Troop Order of the Arrow Representative has several duties, however is often overlooked as an easy job to fill a rank time requirement. While this job is fairly simple it should not be taken lightly.

1. Have the participants say out loud what they think a Troop Order of the Arrow Representative does.
2. When it seems that they are running out of ideas change the slide to show the Nationals list of duties and responsibilities.
 - A. Attends Troop, chapter meetings regularly
 - B. Enables 2-way communications between the troop and the chapter
 - C. Arranges for an Order of the Arrow election to take place once a year
 - D. Makes at least one High Adventure presentation (including OAHA)
 - E. Recognizes new OA members within the troop and changes of honor levels.
 - F. Helps the induction candidates receive all of the information that they need to be successful
 - G. Assists current Ordeal members in the Troop by sealing their membership and becoming brotherhood members.
 - H. Lead the troop service project for the community or charter partner during the year
 - I. Assist the troop in leadership and outdoor skills
 - J. Sets a good example by wearing the Scout uniform correctly, showing scout spirit, and living by the Scout Oath, the Scout law and the OA Obligation.
3. As you can see this list isn't very long but it covers a broad spectrum of duties from leadership, high adventure promotion, and help with Ordeal completion.

Effectively using your Troop Order of the Arrow Representative **10 minutes**

1. One of the most important things that you can do to make your Troop Order of the Arrow Representative more effective is train them. It is hard to hold someone accountable for not doing something they didn't know they needed to do.
2. Develop a tradition within your troop to have the previous Troop Order of the Arrow Representative train the new one.
3. Talk to the scoutmaster about getting an ASM to fulfill the role of Troop Order of the Arrow Advisor.
 - a. This can be used to keep the youth accountable, and help serve as a pro-OA advocate within the Adult group
4. Order of the Arrow Unit of Excellence Award



- a. This award includes several requirements like: leadership, participation, elections, planning, and brotherhood conversions

Flow of information from lodge/chapter to unit

10 minutes

1. The TOAR should have the following information available either paper or electronic.
 - a. The lodge should provide the TOAR with the following:
 - i. Lodge/chapter calendar
 - ii. Unit election visits
 - iii. Camp promotion kits
 - iv. Community service project opportunities
 - v. Invitations to Ordeal members to obtain Brotherhood membership
 - vi. Invitations to candidates to attend their ordeal
 - vii. OA representative registration forms and encourages OA members to be active in their Lodge and Chapter
 - b. The TOAR should provide the lodge/chapter with the following info:
 - i. Does the Unit conduct monthly Campouts?
 - ii. Do they go to summer camp?
 - iii. Do older scouts participate in High Adventure programs?
 - iv. Do they need assistance with training?
 - v. Name of the New OA troop Representative
 - vi. Reaction of the Troop members to the lodge and chapter program.

Takeaway Challenge

3 minutes

Please take out your notebook and pen. For the final three minutes, think about the role that you will be playing next year in the OA, or the role you hope to play. Write down three key ideas related to this session that you could help improve the way your chapter or lodge works / budgets / plans programs [something appropriate for your session]. During your break time later today, share these with others in your chapter or lodge.

Appendix: Resources and Source Material

[Insert materials as appropriate, for example:]

- 2016 Guide to Unit Elections, available online at <http://www.oa-bsa.org/pages/content/guide-to-unit-elections>
- 2012 Guide for Officers and Advisers, available online at <http://www.oa-bsa.org/pages/content/publications#goa>
- 2008 Lodge Finance Manual, available online at <http://www.oa-bsa.org/pages/content/publications#lfm>
- Chapter Journey to Excellence Workbook, available online at <http://www.oa-bsa.org/pages/content/printable-forms>

****Insert Cell Name****



****Insert Session Name****

- [or whatever materials are relevant for participants in your session]