



## 2024 National Order of the Arrow Conference

### **Session:** Chapter Operations and Best Practices

**Lead Trainer Name:** Ben Myers

**Contact Email:** benmyers@udel.edu

**Contact Phone:** (301) 651-7657

**Session Length:** 45 minutes

### **Session Description**

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This session will delve deep into the potential of a chapter, how to run a chapter, and how building a strong chapter will lead to a stronger Lodge. It will equip Arrowmen with resources they can use to provide a stronger chapter program.

### **Learning Outcomes**

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**Outcome 1:** Understand what chapters do

**Outcome 2:** Understand how chapters help to strengthen a lodge

**Outcome 3:** Have new methods to build your chapter to be stronger

### **Theme Connection: Seek New Heights**

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In this session, attendees will be encouraged to implement new programs/activities in their chapters, elevating their chapter's program to new heights.

## Facility and Material Needs

[Please put all material and facility needs in this section. We recommend completing this portion last after the rest of the lesson plan is completed. **The more specific you are with your material and facility requests, the better we can accommodate!**]

### Facility Needs

*Is this session remote delegate-compatible?*  
(ie. can the material be engagingly taught via live stream)

Yes-I plan to have a few group discussions, but that time can be replaced with brainstorming time for people on the livestream.

*Does this session need audio/video (AV) capabilities?* (ie. projector)

Yes

*Are there any other specific facility needs for this session?* (ie. movable chairs, panel-style seating, etc.)

Participant seating in table groups would be preferred

### Material Needs

[Please put “NOAC Training Committee” under “Source” if you need a material and cannot source it yourself - we will try to source it for you. Please note that we would strongly prefer training materials to be in a digital format and would advise against flipcharts and other physical materials. If you need microphones, extension cords, etc., please also specify those needs here.]

Material	Quantity	Source
N/A		

## Session Preparation Steps

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[Please list all steps you or another trainer would need to take to be prepared to teach this session. For example, if the trainer needs to add personal experiences, print handouts, or prepare items for a game, those should be listed here. **The goal is for someone to be able to read this syllabus and understand how to teach your session in the future!**]

**Step 1:** Read through slides

**Step 2:** Think of a personal story to tell about an experience you enjoyed with your chapter

## Additional Staff Members

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None

## Lesson Plan

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[The main body of your presentation should be here. Remember to adjust the timing for each session as you add/edit topics. **Remember, be as specific as possible - the goal is for someone to be able to read this syllabus and understand how to facilitate your session in the future!**]

**Helpful Templates:**

### Activity

Copy and paste this box wherever you have an activity in this session!

**Materials Needed:** [materials]

**Length of Activity:** # [min]

**Activity Description:** [description]

### Trainer Action

If at any point the trainer needs to complete an action (play a video clip, prompt questions, etc.) copy paste this box and edit this text to specify what!

## Introduction

7 minutes

Slides [1]-[2]

- Introduction to who I am

### Brainstorming Activity

**Materials Needed:** None

**Length of Activity:** 3 mins

**Activity Description:** Ask attendees what comes to mind when they think of what the OA has to offer. As many big section/national events come up, emphasize the importance of the chapter because chapters are more local and meet more frequently.

- Overview of learning outcomes

## Topic 1: What can a chapter do?

10 minutes

Slides [3]-[5]

- Meets monthly
- Hosts unit elections
- Host activation events
- Support the chapter's district

## Topic 2: How do chapters help to strengthen a lodge?

10 minutes

Slides [6]-[7]

- The easiest way for Arrowmen to access the OA
- Smaller group- everyone knows everyone
- Gives Arrowmen a group of people they know at lodge events

## Topic 3: How can you make your chapter stronger?

10 minutes

Slides [8]-[10]

### Brainstorming Activity

**Materials Needed:** None

**Length of Activity:** 5 minutes

**Activity Description:** Have the attendees brainstorm some of the favorite things they have done with their chapter and also some things they wish their chapter would do

- Host creative ideas for meetings
- Replace a few regularly scheduled meetings with a longer activity on a weekend
- Go to a movie theater
- Mini Golf, Go carts, etc.
- Do what you would do if you were hanging out with your friends

**Conclusion & Takeaway Challenge****3 minutes***Slides [11]-[11]*

[Each session should end with a challenge for every participant to write down key points to take with them and encourage them to reflect upon the session. The wording of the takeaway challenge will depend upon the session. For example:]

Please take out your notebook and pen. For the final three minutes, think about your current and future roles in the OA, in Scouting, and in life. Write down three key takeaways from this session that will enable you to Seek New Heights in those current and/or future roles. For example, [something relevant to your session]. Later today, feel free to share these key ideas with others in your chapter or lodge.

**Appendix: Resources and Source Material**

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[Please add all referenced sources or handouts that would be useful to share with session attendees.]

Resource	Link
Order of the Arrow, Mission & Purpose	Available online at: <a href="https://oa-bsa.org/about/mission-purpose">https://oa-bsa.org/about/mission-purpose</a>