

El-Ku-Ta Lodge

Intent to run for



Lodge Office

Responsibilities of a Lodge Officer

Being an El-Ku-Ta Lodge Officer takes a great deal of commitment. Every year we elect a Lodge Chief, several Vice-chiefs, a Secretary, and a Treasurer, to take over our program and help make a difference in our Lodge and in the lives of young men. Being a Lodge Officer is a great honor, and should be taken seriously.

Along with filling out this form, you will be asked to take part in an interview between yourself, and the Lodge Adviser. Interviews will traditionally take place at a Lodge event in the month of May, but is subject to change. The purpose of the interview is not to pass or fail candidates for Lodge Office, but simply to help you be prepared for the responsibility you're striving to undertake.

It is my intent to run for the position(s) of:

- Lodge Chief
- Lodge Vice-chief
- Lodge Secretary
- Lodge Treasurer

The following outlines what some of your duties as a Lodge Officer will entail. Please go through and initial each item.

Initials:

I will commit myself to the Lodge by fulfilling my responsibilities for all events. I understand that being a Lodge Officer is a prestigious position and I will need to make it a priority in my life. I have gone through the attached calendar (if not attached, talk to Lodge Chief) and am willing to commit myself to fulfill my responsibilities for events. I understand that nothing on the calendar is set in stone and the dates of some events are subject to change. I also understand that Lodge Office will take time outside these events and commit to that.

_____ I understand that I will need to fulfill the assignments given to me by the Lodge Chief, and am expected to come prepared to all meetings. I will work closely with my fellow Officers and my Committees to ensure a quality program.

_____ I understand that as a Lodge Officer I will be overseeing several Committees. I understand that it is my duty to recruit quality Lodge Committee Chairmen for my assignments and prepare them to be able to run their respected Committee. I understand that it is my job to enable the Committees to succeed, and I'm out to get 10 men to do the work rather than doing the work of 10 men.

_____ I understand that it will be my responsibility to get to and from all events. I can work with the Lodge to help with transportation. That also means that I will need to remain in good communications with my Adviser(s) so they can fulfill their responsibilities to me.

_____ As a Lodge Officer I promise to stand and be a leader in this Lodge. I will always strive to keep the Spirit of the OA with me, and will strive to exemplify Brotherhood, Cheerfulness, and Service. I understand that for this Lodge to succeed it needs to be run by and through the youth, and will do my part to ensure its success.

_____ I promise to live by the Scout Oath, Law, and OA Obligation in my daily life. This also means wearing a full Class A to all Lodge events. I understand that I will be an example in the Lodge.

Only fill out the following if running for that specific position:

Lodge Chief Only

Initials:

As Lodge Chief I will be presiding over the Lodge Executive Board, Lodge Executive Committee, and Lodge Key Three. I promise to come prepared to each meeting, whether through my own preparation or through the delegation of my fellow Officers.

_____ As Lodge Chief I will be a voting member of the Council Executive Board and will need to attend Board meetings. I understand that I am the official representative of the Lodge to the Council and to other Lodges. I will do my best to represent El-Ku-Ta Lodge.

_____ As Lodge Chief it will be my duty to give my fellow Officers specific assignments for the year and will seek what's best for the Lodge. I will actively work to have good relationships with each of the Officers and together we will work to improve the Lodge.

_____ As Lodge Chief it will be my honor and privilege to help select the next Coup Trail Course Chief under the counsel of the Lodge Adviser, Coup Trail Adviser, and current Coup Trail Course Chief. This is a responsibility I will take seriously.

Lodge Secretary Only

Initials:

As Lodge Secretary I understand that a lot of my specific duties may change from year to year based on the needs of the Lodge.

_____ As Lodge Secretary I will be responsible for all registration and membership records. I am to issue membership cards upon payment of annual dues.

_____ As Lodge Secretary I understand that it will be my duty to take minutes at all Lodge Officer Meetings and Lodge Executive Committee Meetings and will work to diligently and accurately to capture everything.

Lodge Treasurer Only

Initials:

As Lodge Treasurer I understand that a lot of my specific duties may change from year to year based on the need of the Lodge.

_____ As Lodge Treasurer I understand that I will be responsible for managing the Lodge Trading Post, and will be responsible for making sure it's properly stored when not in use.

_____ As Lodge Treasurer I will be responsible for raising funds for the Lodge, and am responsible to report all funds raised.

Personal Information:

Full Name: _____ Phone Number: _____
Email Address: _____ Chapter: _____
Street Address: _____ City: _____ Zip Code: _____

Goals:

Going into Lodge Office, you should have specific goals in mind that you want to accomplish to make the Lodge better by the end of your term.

Three of my goals are:

- 1.

- 2.

- 3.

Nomination:

The bylaws of the lodge require that the nomination of each candidate for lodge office be supported by at least 3 members of the lodge. We support this nomination: (Members must be under 21 year of age)

Member _____ Member _____ Member _____

Parent/Candidate Agreement:

Our son has our support to run for the above office. We understand that being a Lodge Officer requires a great deal of commitment of time and energy, as well as travel and transportation to and from Lodge meetings and events. We have discussed the above criteria with our son as a candidate for Lodge Office.

I as a Candidate for Lodge Office, on my honor as a scout, commit myself to the above criteria, and understand the work I will need to put in to leave the Lodge better than I found it.

Parent _____ Candidate _____ Date _____

This form must be turned into the Lodge Chief or Lodge Adviser at or before the May LECM.