

**Position:** Lodge Vice Chief - Membership

**Term Length**

One Year Term starting on August 1<sup>st</sup> and ending on the next August 1<sup>st</sup>.

**Qualifications**

- Must be under the age of 21 throughout the duration of the term
- Must be a member in good standing registered with Totanha Nakaha Lodge and Northern Star Council.
- Must be able to commit the time and effort needed to effectively conduct the office.

**Responsibilities**

- Assists the lodge chief, as directed by him, to carry out the operations of the lodge.
- Assumes other responsibilities and duties as assigned by the lodge chief.
- Promotes participation in lodge, section, region, and national events.
- Serves as an example of the ideals of the BSA and the Order of the Arrow.
- Wears the Scout uniform correctly.
- Oversees the lodge's annual unit election campaign through the chapters of the lodge and create a timely report for other areas of the lodge that are affected by unit elections.
- Manages the database of the lodge and keeps information up-to-date for all Arrowmen in the database.
- Assures that ceremonial teams of the lodge are following national policy and provides assistance to those chapters that need more help than others in providing remarkable ceremonies.
- Works with all of the chapters of the lodge to assure that all chapters effectively utilize the extended elangomat program.
- Monitors the Brotherhood Inductions process and attempts to find new and innovative ways to convert as many Ordeal members into the Brotherhood.
- Oversees the selection and induction of Arrowmen who are qualified to become Vigil Honor members.