

## **ADVANCEMENT COORDINATOR**

1. Encourage Scouts to advance in rank.
2. Maintain all Scout advancement records.
3. Arrange Board of Reviews on a regular basis.
4. Develop and maintain a merit badge counselor list.
5. Make a prompt report on the correct form to the council service center when a troop board of review is held. Secure badges and certificates
6. Work with the troop librarian to build and maintain a troop library of merit badge pamphlets and other advancement literature.
7. Report to the troop committee at each meeting.
8. Oversee the planning of courts of honor.