



Youth Protection Guidelines for Scout Camp Leadership

Summer camp is an important part of the program of the Boy Scouts of America. It is in the camp atmosphere and in the outdoor program that the character building and citizenship purposes of the Scouting program are best taught. It is also at camp that the responsibilities for caring for the Cub Scouts, Boy Scouts, Varsity Scouts, and Explorers becomes a 24-hour-a-day duty.

Members of the Boy Scouts of America come from all kinds of backgrounds, and they bring their experiences to camp with them. In meeting your leadership responsibilities, you may be confronted with situations that are alien to your experience. You may be unsure how to resolve them. Child abuse is one such situation, and regardless of your background, you are responsible for the physical and emotional safety of those in your care. Be a source of strength and help to the Scouts in your camp.

Reporting Child Abuse and Sexual Exploitation

Child abuse is a crime against youth. Child abuse can involve the mental, physical, and sexual victimization of children. Most camp staff and unit leaders are not trained to make judgments about whether a child has been a victim of any kind of child abuse. The Boy Scouts of America has made it a policy that the Scout executive of each council as well as key members of the professional and volunteer staff become familiar with child abuse and its various manifestations. It is the responsibility of the Scout executive to identify the reporting requirements in the state(s) in which the council operates and to establish the council's reporting policy accordingly.

If you suspect that a child in camp is a victim of child abuse, you *must* report this to your camp director or program director. They will discuss your suspicions with you and possibly talk to the child. In most states, persons with knowledge of suspected child abuse are required to report the case to the child protective services agency. Failure to report may carry criminal penalties. All states provide immunity from prosecution for reporting suspected child abuse in good faith. Your camp director will be able to explain these responsibilities to you.

Detecting Sexual Molestation

Some forms of abuse may not leave obvious physical evidence. There are, however, behavioral signs that may indicate abuse. This is especially true of children who have been sexually molested. You should be alert to these signs of sexual abuse:

- Changes in behavior, extreme mood swings, withdrawal, fearfulness, and excessive crying.
- Bed-wetting, nightmares, fear of going to bed, or other sleep disturbances.
- Inappropriate sexual activity or showing an unusual interest in sexual matters.
- Regression to infantile behavior.
- Pain, itching, bleeding, fluid, or rawness in the private areas. These problems should be attended to by a physician or nurse.
- A fear of certain places, people, or activities—especially being alone with certain people.

You should note that some of the behaviors may have other explanations. A child who comes to summer camp or other outdoor activity is coming to an unfamiliar environment and may experience homesickness or anxieties that can lead to behaviors similar to the signs of sexual molestation. Do not simply discount the behavior as homesickness, however. Immediately bring it to the attention of the camp director or camp nurse. Even if the child's behavior is a result of homesickness, his outdoor experience can be much more enjoyable if the cause of the distress is addressed. You are in a position to be a real help to youth placed in your care.

What to Do

At some point, a youth in your care may tell you that someone has molested him. If this happens, we want you to be prepared to help the child. Follow the guidelines below if a child indicates that he or she may have been the victim of abuse or exploitation:

- **DON'T** panic or overreact to the information disclosed by the child.
- **DON'T** criticize the child.
- **DO** respect the child's privacy. Take the child to the camp office, away from other Scouts. It is important that you discuss the child's situation *only* with the camp director and camp nurse, who will discuss the situation with the Scout executive and with the child protective services agency in your state. It should not become the topic of conversation in the staff lounge. Camp is a hard place to keep information confidential. Your Scouts should not become the subject of camp gossip.
- **DO** make sure that the child feels that he is not to blame about what happened. Tell the child no one should ask him to keep a special secret and that it is okay to talk about what happened with appropriate adults. Try to avoid repeated interviews about this incident; it can be very stressful for the child.



Communications Guide for EC members

This information is intended to provide all of the information you will need to effectively use the resources provided to you by the Communications Group.

Email mailing lists: There are 2 email distribution lists maintained for communicating with lodge members. EC members are free to use them at any time.

- **Available mailing lists**
 - *Entire Lodge Membership* - a list of members made up by members who have volunteered to receive notification by filling out a form on lodge104.com.
 - This mailing list should only be used for messages that are intended for the *entire* lodge membership. If your target audience is a smaller subset of this list your message should be directed to the EC mailing list or individual chapters for distribution.
 - To use send an email to lodge104@listserv.unc.edu
 - *Lodge EC* - An accurate list of all EC members maintained by the Comm Group
 - This is the main way to communicate with other lodge leadership via email.
 - To use send an email to lodge104_ec@listserv.unc.edu
- **Mailing list guidelines**
 - All messages are moderated
 - Each message that is sent must be approved before it is broadcasted. This ensures the appropriateness of the message. This may also cause a delay in the delivery of your message. Expect a minimum of 12 hours for moderator approval.
 - *Messages that violate any of the below guidelines will be rejected.*
 - No large attachments
 - If your message requires a document larger than 100k, consider having it posted to the website and emailing a link to the online document.
 - Use proper grammar and etiquette
 - Use complete sentences, punctuation, and grammar; messages that you send to our mailing lists represent the leadership of this organization.
 - Do not use IM acronyms or slang; while you and your friends may understand what you are trying to say, many will not.
 - Do not make references in the body of your message, or otherwise, to other organizations that are considered political or similarly controversial.
 - Ensure your message is complete
 - If you're promoting an event, include the place, time, and who is required.
 - Try to answer any questions you can think of in your email. It's easier to answer it now than to 30 people individually afterwards.

Members' website: The lodge Member's website (members.lodge104.com) is a useful tool that puts our membership information at your fingertips 24/7. If your communications needs cannot be met by the above mailing lists you can use the information in the lodge directory to obtain phone numbers, addresses, and chapter information.

- Features the Members' website
 - Lodge member directory
 - Chapter rosters
 - Event attendance records
 - Update your personal information
- How to request access
 - Send an email with the following information to: admin@lodge104.com
 - Your lodge member number
 - First and last name
 - Birth date
- Guidelines for using the Members' website
 - Information contained on members.lodge104.com is the sole property of Occoneechee Lodge 104 w.w.w. and may not, for any reason, be used for any organization other than Occoneechee Lodge 104 w.w.w. regardless of intent to profit.
 - Access to members.lodge104.com may be denied by Occoneechee Lodge 104 w.w.w. at any time, for any reason, by the Lodge Key 3.



Unit Election Procedure

The purpose of this section is to stress the importance of unit elections and improve the quality and efficiency of the conduct of those elections through increased familiarity with the induction process.

To become a member of the Order of the Arrow a Boy Scout is chosen by a vote of the young men in his unit. This is a unique feature of the Order since the majority of those who select their candidates for this honor are not members of the lodge. However, lodge members in the unit have a vote as well as non members. In this way membership is controlled by the young men in their own units and not by those who are already Arrowmen. It is important that the members of the unit have the "requirements to become a candidate" properly explained to them.

1. The chapter shall determine the time and year the unit elections will be held and should inform unit leaders of this by mail well in advance. The chapter, through the ordeal committee, should work with the unit leader in establishing the actual time and place to conduct the election.
2. Hold the election at the time and place determined by the unit leader, and have Boy Scouts or Varsity Scouts assembled with their unit leader ready to elect candidates. **(VENTURE CREWS CANNOT HOLD OA ELECTIONS)** The Order should be represented by a two- or three- member team from the lodge or chapter unit elections committee.
3. Before the election, the OA team must secure from the unit leader verification that at least 50 percent of the registered active unit membership is present. If the 50 percent is not present, an election cannot be held.
4. The unit leader provides a list of all registered active members of his unit who he certifies meet all eligibility requirements, including attitude and participation. The names of these members are entered on the report form and the unit leader signs the certification.
5. The election team leader explains the following to the unit leader:
 - This is the current method of election approved by the national OA Committee in use by the lodge.
 - All eligible boys who receive votes from at least 50 percent of those who turn in ballots are elected. If no one is elected a second vote may be held immediately, and the result of this vote will be final.
6. The OA team conducts the election following the instructions of the election ceremony. If the unit election team uses an alternate ceremony, it should be sure to stress the following points
 - Select the candidates who, in your opinion, have set the best examples of brotherhood, cheerfulness, and service.
 - Vote only for those you believe will continue in unselfish service to your troop.
 - If you are new in the unit and do not know the candidates well enough to vote wisely, you abstain by not turning in a ballot at all this will not affect the final result.
 - Youth eligible for election also vote, and they may vote for themselves if they feel they are worthy.
7. When the voting is finished, the OA election team counts the number of ballots turned in, and enters the number on the unit election report.
8. The OA team determines the minimum number of votes one must receive to be elected, as follows: If the number of ballots turned in was even (2, 4, 6, 8, etc.), divide this number by two. If the number was odd (1, 3, 5, 7, etc.), add one and divide by two. The number of votes a member must receive to be elected is entered on the report form.
9. The votes are counted in private by the election team and the unit leader to determine who has been elected. All votes count equally. If at least one has been elected, this result is final. If no one is elected, the OA team announces this fact and states that the unit will now be given the opportunity to vote again. Time is allowed for further explanation of the purposes of the Order, the election procedures, and for any questions. (No information about the votes received by candidates is to be revealed at any time.) The second election is then held immediately, and if the unit still elects no one, this is the final result for the year's election. The OA notes the names who have been elected.

Announcement of results

As soon as the election is completed the unit leader may announce to the entire unit the names of members who have been elected. Names and addresses of the newly elected candidates must be forwarded to the lodge records committee adviser immediately. Candidates may also be called out at the earliest possible time, either at summer camp or at a camporee, or at a special ceremony approved by the lodge and conducted by the chapter.

Candidate Status

After election, a Boy Scout or adult remains a candidate until he takes the Ordeal. If this period of candidacy exceeds 1 year, his name is dropped and he no longer is a candidate. To become a candidate again, he must be reelected. The lodge executive committee of the lodge may extend the 1-year limit between election and induction if the candidate is ill or there are other unusual circumstances.



Election Team Guide

1. December Chapter meeting - Announce the formation of election teams. Plan election team training for the January Chapter meeting or at a special meeting specifically for this.
2. January Roundtable - Contact Scoutmasters to schedule elections for the months of February and March. Request that Scoutmasters have available the troop record book or a copy of the charter which lists youth in the troop, their addresses, phone numbers and birthdates. This will be needed for filling out forms. Also ask them to be prepared to fill out an Adult Nomination Form if there is an adult in the troop who is eligible. Adults must meet the same camping requirements as the Scouts.
3. January Chapter Meeting - Conduct election team training.
4. Before the elections begin - put together packets for distribution to the Scoutmasters upon arrival at the troop election. These packets should be divided into two parts, one for the Scoutmaster to keep and the other with forms to be completed. The Scoutmaster's portion should include these items from the Lodge Planbook: Unit Leader letter, Election Procedures, Lodge event schedule, a list of chapter officers and their phone numbers, date, time and location of chapter meetings, Vigil nomination form, 104 Service Award form and the Troop Service Award form. The other portion should have three forms: Unit Election Report, the Candidate Database Information Form, and the Adult Nomination Form.
5. Troop Election Night - Upon arrival, request to speak to the Scoutmaster or Assistant Scoutmaster in charge. Give him/her the packet of information. Briefly explain its contents. Ask him/her for the list of youth eligible for election (this may be in the form of a list or a pre-printed ballot). Also give him the Adult Nomination Form and ask him to have it filled out, if there is an adult eligible and at least one youth is elected. This will be collected before you leave the troop that night.
6. The Scoutmaster should introduce the team to the Senior Patrol Leader or his assistant. The SPL should then introduce the team to the troop. The Election Team will conduct the election in accordance with the information in the Planbook as you have been trained to do. After the ballots have been collected, the team should retire to another room with the designated troop adult to count the ballots. If a separate room is not available, go to a private corner of the room. First fill out the top portion of the election report form. Then list the names of all eligible youth on the form. Obtain their ranks from the troop adult who should have the troop record book. When the ballots have been counted, enter the number of votes each Scout received and indicate whether he has been elected or not. Obtain the required signatures on the bottom of the form.
7. On the Candidate Database Information Form, list the names of all youth elected with their addresses, phone numbers, birthdates, and BSA identification numbers. This information should also be obtained from the troop record book.
8. Ask the Scoutmaster for the Adult Nomination Form.
9. Be sure to express your thanks for allowing the team to come to the troop meeting to conduct the election.
10. Be sure you have all three forms when you leave the troop meeting.
11. Submit youth elections results NO LATER THAN MAY 1st in one of two ways:
 - a. Online via members.lodge104.com. This is the preferred method.
 - b. Mail appropriate form to the Lodge Records Advisor. Keep a copy of the election results for your records. See section A for mailing information.
12. Submit adult elections nominations NO LATER THAN MAY 1st to the Lodge Advisor. See section A for mailing information.
13. The forms must be in the hands of the designated individuals no later than May 1st in order for the candidates to attend Spring Inductions or September 1st for candidates elected at summer camp.



Candidate Calling Out Ceremony

The lodge uses public recognition of Ordeal Candidates to achieve the first purpose of the Order:

To recognize those campers - Scouts, and Scouters - who best exemplify the Scout Oath and Law in their daily lives and by such recognition cause other campers to conduct themselves in such manner as to warrant recognition.

One such recognition is a public calling out ceremony or call out that occurs between the time of the unit election and the Ordeal. The call out honors each candidate individually in such a way that non-members strive to achieve election.

The call out is not necessarily the notice to the candidate of his election to the Order. The election results may or may not be announced at the close of the election at the discretion of the Unit Leader, and the lodge confirms them with a letter offering congratulations and the first Ordeal available to the candidate.

The call out helps the lodge achieve the purpose of the Order, and thus the lodge needs to offer it regularly in a dignified and uplifting manner. However, the call is not part of the inducting sequence. Candidates participate when the opportunity is offered to their unit, or not at all.

Staging the Ceremony

In staging the call out ceremony, the lodge has three objectives:

- To impress upon non-member Scouts the honor that the candidates have achieved.
- To impress upon the candidate the importance of taking the Ordeal.
- To impress upon parents and Scouters that the lodge is a well run organization worthy of their support.

Thus, the ceremony must be well rehearsed and flawlessly presented.

Considerable variation is possible in the staging of the call out permitting its use in different circumstances. The only requirements are that the audience be seated where it can see and hear clearly and comfortably and that it be presented in a dignified and uplifting manner.

The ceremony is especially suitable for a Camporee or summer camp campfire. Favor settings where the candidate, his troop and his parents can be present. Share events where the other activities are conducive to a thoughtful, dignified presentation of the ceremony and where the ceremony can be the highlight of the program. Avoid letting the ceremony be just another of a long, dull set of award presentations.

In staging the ceremony, give first consideration to the comfort, convenience and safety of the spectators. Your target audience is the eleven year old non-member. His attention span is short. Avoid long hikes, long periods of silence, and long periods with nothing happening. Conduct the ceremony in conjunction with another activity so that the overhead of gathering the Scouts, etc. is shared with the other activity. Choose a location that is safe and convenient.

Any physical contact (such as touching a candidate's shoulder) is to be symbolic in nature only. Any touching of a candidate must not in any manner present the possibility of injury. Placing any substance, such as mud, paint, etc. is strictly prohibited. There must be nothing in the ceremony process which could be interpreted as hazing or physically or mentally demeaning.

Props and Regalia

The speakers wear the American Indian regalia approved by their own lodge and the Supreme Chief of the Fire (Scout Executive). As with any ceremony, they must also all be members of the Order of the Arrow who are under 21. An arrowhead shaped candelabra holding fifteen candles is placed at a convenient location within the view of the audience.

When the ceremony is conducted with another activity it shares the setting of that activity. Thus, a campfire, lit or unlit, is present when the ceremony is held with a parent's night campfire at summer camp. However, in order to focus attention, no other props or decorations are introduced except a candelabra and candles.

Kickinet and the candidates each require a candle. The candidates keep the candles. Each of these candles must have a wax guard. The guard is made from one half of a 3x5 index card snugly fitted around the middle of the candle to prevent wax from dripping on the hand.

Each candidate is given a letter congratulating him on his election and giving details of available Ordeals plus Booklet #1 "Upon a Lofty Journey" of the Brotherhood matrix. No tokens of any kind are allowed to be given to the candidates.

National Committee Adopts Policy

The national Order of the Arrow committee has deemed that the following policy on face paint is in the best interest of the Boy Scouts of America and the Order.



Rules regarding appropriate dances and dance clothing have been published and made available to every Order of the Arrow lodge dance team. These rules have not touched upon the use of face paint, body paint or wigs. With the apparent increase in the use of these items among Order of the Arrow dance teams and ceremonies teams, it is felt that a statement of policy concerning their use by Order of the Arrow members is due. The use of face paint, body paint and wigs by non-American Indians is offensive to many American Indian people and thus should be discouraged as inappropriate for Order of the Arrow members. Face paint, body paint and wigs will not be permitted in social or competition dancing or in ceremonies or ceremonies competition during any Order of the Arrow event.



Sample Callout Script

This is the approved text for calling out candidates for Ordeal membership in the Order of the Arrow. The front sections give directions for presenting this ceremony. When performing this ceremony, you are responsible for understanding and following it precisely. Direct any questions about this ceremony to the lodge Ceremonies committee chairman. If this ceremony is used, no variation in the text is permitted.

Kichkinet carries matches and a single candle, gets the attention of the audience using the Scout Sign. Wait in silence as long as is necessary to get attention.

When Kichkinet has the attention of the group, he lights a candle and holds it in his left hand.

Allowat Sakima: Fellow Scouts, when you joined Scouting you had visions of fun and adventure, of camping and hiking in our great out-of-doors. Because you are with us tonight, I am sure that you have begun to find the joy that comes from living the life of a true Scout. But your life in Scouting should have been more than just games and camping, it should be a life of the Scouting spirit. You know that Scout spirit means you live a life filled with friendship and service.

The true Scout does not just follow the easy path, but rather follows his conscience down the less traveled path. Where others get lost, he knows the signs to seek - Brotherhood, Cheerfulness, and Service. He lets the spirit of Scouting, represented by Kichkinet's candle, light his way.

Kichkinet: I am the Torch Bearer of the Order of the Arrow - the Brotherhood of Scout Honor Campers. I bear the light for thousands of Arrowman across our Nation who live the Spirit of Scouting.

Meteu steps forward and accepts the candle from Kichkinet. He steps behind the candelabra and makes the Scout Sign. He lights the candles at the top, and times his actions to his words.

Meteu: The ideals of a true Scout are given in the Scout Oath and Law.

On my honor I will do my best
To do my duty to God and my country and to obey the Scout Law
To help other people at all times
To keep myself physically strong, mentally awake and morally straight.

A Scout is trustworthy
A Scout is loyal
A Scout is helpful
A Scout is friendly
A Scout is courteous
A Scout is kind
A Scout is obedient
A Scout is cheerful
A Scout is thrifty
A Scout is brave
A Scout is clean
A Scout is reverent.

The spirit of Scouting is not a single candle but the great light of the Scout Oath and Law which live in Scouts everywhere.

The members, of the Order of the Arrow, are chosen by their fellow Scouts because their lives show forth an example of the Scout Oath and Law in action. I am proud to speak of the Oath and Law on their behalf.

Kichkinet holds up several candles as he speaks.

Kichkinet: There are Scouts in our midst who are worthy to join our Order. As your name and troop number are called by Allowat Sakima, please come and join me.

When each candidate comes forward, Kichkinet gives the candidates a candle and directs each to Meteu. Meteu assists the candidate in lighting the candle from the Spirit of Scouting candle and directs the candidate to their place in the circle. Nutiket forms the candidates in a line at a forty-five degree angle to the audience. (Or some variation to work into your lodge's circle.)



Allowat Sakima repeats the following to each youth candidate:

Allowat Sakima: The Scouts of Troop _____ have selected _____ as an example of the Scout Oath and Law in action.

When all youth candidates have been called out and taken their places. Allowat Sakima continues with the adult call out.

The Order of the Arrow is operated by youth members through elected officers and committees, but adults play a role as advisers. Adults are selected for the Order not as an honor, but because each has a significant job in the Scouting's outdoor program.

Allowat Sakima repeats the following phrase for each adult candidate, substituting "she" or the full job title of district and council personel where appropriate:

As an adult, _____ has been selected for his achievements and abilities which fulfill the purpose of the Order.

When all adult candidates have been called out and taken their places. Allowat Sakima continues.

Your fellow Scouts have conferred one of Scouting's greatest honors upon you. Because of the example of your lives, you have been elected as a candidate for membership in the Order of the Arrow. As a member of the Order, you may someday be able to serve even more Scouts than just those in your troop. However, the obligation of a member of the Order is a solemn one, and you have not yet been prepared to accept it. There is more that you must learn about yourself and the Order.

Turning to the audience Allowat Sakima continues:

Fellow Scouts, mark these candidates well. In the days ahead, look to their example. Learn from them what it means to be a Scout Honor Camper and next year you may be selected by your fellow Scouts in your troop to join us.

Kichkinet leads the team and candidates to a nearby area where privacy can be assured.

(If the call out is held with any other program turn the program back to the proper person for conclusion.)

Kichkinet gives each candidate a sealed envelope containing directions on how to prepare for the next Ordeal and their first Spirit of the Arrow Booklet #1 "Upon a Lofty Journey". Remain in regalia and act as if you are still in the circle. It is important to keep the mystery about the ceremony.

I want to congratulate you on your selection to the Order of the Arrow. However, you are not yet members. Ahead of you lies an experience that we call the Ordeal.

Kichkinet: You have received directions in the sealed envelope. Are there any questions?

Answer any questions briefly and honestly. If a question can be answered by the directions in the envelope, reply "that's an excellent question, you will find the answer in your envelope." If a candidate appears to have a special need, then arrange to meet privately for further discussions.

Meteu: Congratulations again on your selection to the Order. Though there is little that I can tell you now, there is one method of the Order of which I can speak. The Order uses mystery because we all enjoy knowing something that others don't. When you return to your troop, you may be asked questions about what we have discussed. The best response is to smile innocently and change the subject. To maintain the mystery of what happened here, let's all now quietly return to our troops making as little disturbance as possible.



Letter to Ordeal Candidates

Occonechee Council
PO Box 41229
Raleigh, NC 27629

To My Fellow Scouters,

First of all, let me congratulate you in being nominated for membership into the Order of the Arrow, or commonly called the OA. As a candidate for the Ordeal membership, you are now faced with many new responsibilities. Your unit chose you because they believed you best lived up to the Scout Oath and Law in your daily life and desired to recognize you for your contributions to your unit and to the Boy Scouts of America.

But to become a member into the Scouting honor society, you must first complete the Ordeal induction weekend. You are asked to be at the Inductions in May or September and take your Ordeal. After completing the Ordeal process, you will now have several more responsibilities to strive for. You will then be placed in an OA chapter. This chapter meets regularly to help promote Scout camping and to plan service projects. By going to the chapter meetings you will be able to expand your service to the Order. You may also consider running for a chapter office. By expanding your service and developing a habit of cheerfulness and brotherhood, you can fully become a member of the OA. The demands are great, and sometimes you will be tested in which you may lose sight of what is expected of you. So think hard and consider all the aspects of the OA and what your peers expect from you. Only then will you be able to make a wise decision on whether Ordeal membership is right for you. Welcome and we hope that you will complete the ordeal and begin a lifelong membership in the Order while continuing in your dedicated service to scouting here in Occonechee Council.

Opportunities to complete your Ordeal are offered on the third weekend of both May and September. For exact dates and further information, please visit our website, www.Lodge104.com.

Yours in the Order,

John Akerman
Scout Executive



Letter to Scoutmasters Regarding the OA Elections

Occonechee Lodge # 104 w.w.w.
Occonechee Council
PO Box 41229
Raleigh, NC 27629

Dear Scoutmaster,

We are writing on behalf of our Order of the Arrow lodge, Occonechee Lodge 104 in the event that you are unfamiliar with the Order of the Arrow. The OA, as it is called, was founded in 1915 by Dr. E. Urner Goodman to honor those who have done so much for the Scouting Program, and to promote camping. Part of the Scouting program since 1948, the Order is a society of honor campers which develops leadership and offers service to the local council and its units. There are some very specific ways our lodge can serve your unit. One is by paying a visit to your troop meeting to promote our council camp, Camp Durant. Camp is a great experience for any unit. It provides outdoor skills, advancement, and most of all FUN. Another is if you would like one of our members to come talk to your troop about the OA and its programs, and also if you would like to have some of our dancers to dance at very special events. If there are Scouts in your unit who are at least first class and have 15 days and nights of camping (6 of which must be long term) they may be eligible for election into the OA. The Order can develop leadership for your troop as well as serving as a retention tool for older boys. We wish the best for you and your Troop while you serve as Scoutmaster, and if you have any questions, please feel free to contact the Scout office and ask for somebody with the OA, and we will happy to help you out in whatever way we can. We hope that your experience in this capacity is a truly rewarding one.

Yours in Scouting;

Nate Duncombe
Lodge Chief

Tom Wells
Lodge Adviser

Seth Asbill
Staff Adviser



Founders Award

The Founder's Award was established to recognize certain registered, active Brotherhood or Vigil Honor members of the Order of the Arrow at the local Lodge level. The member's life should reflect a spirit of achievement in his everyday activities. Through his everyday life he should show an understanding of the world he lives in, a determination to do his best at all times, an enthusiasm while doing what he believes should be done, and a belief in, and a commitment to, those "things of the Spirit."

A FORM FOR THIS AWARD IS LOCATED IN SECTION E.

Past Winners			
1981	None	1990	BRYANT WEBSTER (y) Edward Clayton (a)
1982	None	1991	CHAD REHDER (y) Floyd Dunn (a)
1983	KEVIN COOK (y) L. C. Goodwin (a)	1992	CONRAD HUNT (y) Charles Brabec (a)
1984		1993	ROB MCGRAW (y) Dennis Nicholson (a)
1985	Lucien Rice (a)	1994	JOHN O'QUINN (y) Fred Robinson (a)
1986		1995	ROBERT GRAU (y) Roscoe Orr (a)
1987		1996	RYAN BOYLES (y) James Diehl (a)
1988	BERT WOODALL (y) Charlie Sullivan (a)	1997	JEFF BREWER (y) WALTER WEBSTER (y) Lew Boyles (a)
1989	LE GREENE (y) Ted Edris (a)	1998	RICH GILLESPIE (y) Louis Hanemann (a)
		1999	MATT PIERCE (y) MICHAEL SMITH (y) Art Ferguson (a)
		2000	CHRIS AUTRY (y) JAMES FREEMAN (y) Rodney McDonald (a)
		2001	MATT CURTIS (y) DAVID CRANFORD (y) Terry McIntire (a) Rob Grau (a)
		2002	JOSH CARPENTER (y) CAMERON BOWE (y) Ron Trowbridge (a) Sharon McDonald (a)
		2003	SETH ASBILL (y) CHRIS NEWTON (y) Janet Rose (a) Jack Hendrix (a)
		2004	A.J. PHOENIX (y) CALVIN TERRY, JR (y) Jim Spratley (a) Jan Hackett (a)
		2005	JAMES SPRATLEY (y) MATTHEW DUVALL (y) Patrick Smith (a) Gail Barker (a)
		2006	JONATHAN JORDAN (y) Evan Purser (a)
		2007	KEVIN KNAUP (y) THOMAS GRIMES (y) Terry Putman (a) Jeff Bailey (a)
		2008	J.T. WELLS (y) NICK OSCHNER (y) Wescott Martin (a) Greg Grimes (a)

Distinguished Service Award

Past Winners

Bill Roth
 W. H. Williams
 Jimmy Martin
 John Forrest
 Charlie Sullivan
 Bryant Webster
 Bill Hartman



Winter Banquet Annual Awards

Each year at the Winter Banquet, two lodge awards are presented. The winners of the trophies get to hold them for a year and have their names permanently engraved on a plaque.

A. Chief's Award

Presented to the Chapter that, in the judgment of the Lodge Chief, is the most improved over the last year.

B. Roth Award

The William Stanley Roth Award for Outstanding Chapter Service will be given each year to the outstanding Chapter which devotes the most service to the council, camps, community, and lodge.

At Fall Fellowship, each chapter will submit a full, written narrative to the Roth Award Chairman; these reports are also to be given orally to the entire committee. The report should cover the time span from the past Fall Fellowship to the present one, excluding the present event. The committee should then vote on the best and second best chapters, with 2 points going to the best chapter and 1 point going to the second best chapter.

These points should be added to the points achieved through the following system:

Unit Elections :

One (1) point for each percentage of eligible units in which elections were held or in which elections was individually refused. (maximum of 100 points)

Camp Promotion :

One (1) point for each percentage of units in which a program is held or offered and individually refused. (maximum of 100 points)

Brotherhood :

One (1) point for each percentage of eligible Ordeal members (# that received Ordeal not less 10 months prior but not more than two years prior) that obtained Brotherhood. (maximum of 100 points)

Chapter Meetings :

Twenty-five (25) points for each chapter meeting held (maximum of 300 points)

Attendance :

A. Lodge Executive Committee Meeting (maximum of 25 points)

- 15 points for Chapter Chief present
- 10 points for Chapter Adviser present
- 10 points for representative of Chief present
- 5 points for representative of Adviser present

B. Lodge Leadership Development

1. 25 points for each officer present
 - 10 points for each member
 - 15 points for Chapter Adviser
 - 5 points for an adult representative of Chapter Adviser
2. A maximum of 140 points for 5 chapter officers and the Chapter Adviser
3. A maximum of 80 points if no officers are present, but enough members to acquire 80 points.

C. Lodge Functions (maximum number of points = # of functions times 100)

One point for each percentage of youth Brotherhood and Vigil members present at each function excluding LLD

D. Horizon Experiences (maximum of 100 points)

One point for each percentage of youth membership that attends a function conducted above the Lodge level, for example: SR-7 Conclave, Carolina Indian Seminar, NOAC, National Pow Wow, etc. Percentages for each applicable event should be added together.

Service :

A. Service Projects

One point for each percentage of man-hours of service. Percentage of man-hour equals man-hours of service divided by chapter youth membership as determined by the lodge times 100. Some type of documentation is required to support this claim.

B. Ceremonies

1. 10 points for each ceremony performed before candidates
2. 5 points for each ceremony performed in competitions



Calling out ceremonies do not count

- C. Shows
5 points for each public performance by Chapter dance team or calling-out team.
- D. Newsletter (maximum of 100 points)
25 points per issue
- E. Elangomats (max. of 100 points)
the following formula will be used to compute the number of points:

$$\frac{\text{\# of Elangomats}}{2/10 \text{ of Ordeal Candidates}} \times 100 = \text{total}$$

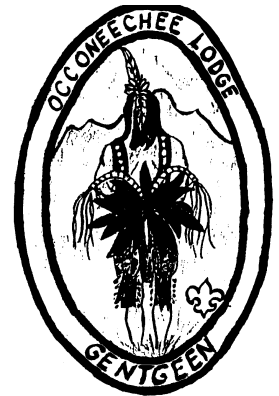
C: Key Three Award

Director Chairs are awarded to a maximum of two youth and two adults for outstanding service to the Lodge in the year awarded. Recipients are selected by the Lodge Key-3.

Dancer Recognition Patch

Occoneechee Lodge offers recognition for its performers of Native American dances. The Dance Team Recognition Patch is available for lodge dancers who meet the following requirements:

- 1. The dancer must be under twenty-one years of age
- 2. The dancer must have an Native American outfit.
- 3. The dancer must specify his dance style.
- 4. The dancer knows the full origin of his dance.
- 5. The dancer must compete at a Lodge event.
- 6. Do ONE of the following:
 - a. Compete at a Conclave and/or National Order of the Arrow Conference.
 - b. Participate in a non-Lodge or non-Section Pow Wow.



HOKA Lodge Singer Award Patch

(All requirements must be completed before the Arrowman turns 21 years of age.)

- 1. Attend Southern Singing Seminars at any two of the following:
 - Lodge 104 Event
 - Section 7B Conclave
 - Carolinas Indian Seminar
 - National Order of the Arrow Conference
- 2. Sing at 10 official Lodge Drum practice sessions.
- 3. Sing at 6 District, Lodge, Council, Section or NOAC events as a member of a Lodge 104 Chapter or Lodge drum.
- 4. Start and lead 4 songs at any combination of the events in requirement # 3.
- 5. Explain the origin, words, meaning, background, etc. of 3 word songs or 3 non-word (vocable) songs.
- 6. Describe the general sequence of songs for a typical powwow.
- 7. Explain the two general styles of Native American powwow singing and the two general types of Native American songs.
- 8. Describe/demonstrate the drumbeat for (each) of the following:
 - Intertribal Song
 - Ruffle Dance Song
 - Round Dance Song
 - Memorial Song
 - Trot Song
 - Fancy Dance Song
- 9. Describe the duties and responsibilities of a Singer
- 10. Describe the duties and responsibilities of the Lead Singer.
- 11. Describe the duties and responsibilities of the Keeper of the Drum.
- 12. Describe in general terms the protocol / etiquette surrounding the drum





Elangomat Patch Requirements

1. Be an active member of the Order of the Arrow for at least one Ordeal excluding your own.
2. Must uphold the three principles of the Order. This is determined by the Ordeal Committee Chairman.
3. Must have a full understanding of the Elangomat system; which includes attending or teaching an Elangomat Training Session.
4. He must serve as an Elangomat or as Chief Elangomat during one or more Ordeals held biannually.
5. Special recognition is to be given to any Elangomat who has fifty percent (50%) of his clan to become Brotherhood within a two year period, in the form of a neckerchief.

Note : Members who want to be Elangomats are not limited by their age or sex.

It's the responsibility of the Elangomat to inform the Ordeal Committee Chairman of any requirement he passes, and he must support his claims with Inductions or attendance records.

All awards will be handed out by the Ordeal Committee Chairman at the Lodge Winter Banquet.



Ceremony Recognitions Patch

The Ceremony Team Recognition Patch has the following five requirements:

1. Must be under the age of 21
2. Must have made his own ceremony outfit
3. Must have performed at least 5 ceremonies for the lodge
4. Must be an active member of the lodge with current dues paid
- 5a. (PreOrdeal Team) Compete at a Spring Pow Wow, Conclave, and/or NOAC
- 5b. (Ordeal Team) No competition experience is necessary.
- 5c. (Brotherhood Team) Compete at a National Order of the Arrow Conference.

A FORM FOR THIS AWARD IS LOCATED IN SECTION E.

Lodge Troop Service Award

When joining the OA, it is said that the Troop comes first and the OA comes second. This would be given to a youth that has shown participation in his troop and the lodge, but has not given the troop up at all. The award would be a patch which is not a flap. To earn this award, the Arrowman must complete the following requirements:

1. Camp with the troop at least 8 weekends in a given year.
2. Help two scouts achieve First Class.
3. Participate in one Troop service project of at least six hours, or projects totaling 6 hours.
4. Attend at least 85% of troop meetings for the calendar year.
5. Participate in a long-term camping experience, such as summer camp.
6. Take a troop leadership role.
7. Show Scout Spirit by living up to the Scout Oath and Law.
8. Wear the proper uniform correctly.

Once a written statement from the Scoutmaster is mailed to the Recognitions Committee, we will in return, send a patch to the Scoutmaster so that the youth will receive it at the next Court of Honor.

A FORM FOR THIS AWARD IS LOCATED IN SECTION E.

Lodge 104 Individual Service Award

This award is for the youth or adult that is always helping the Lodge succeed. The award consists of keeping a record of how much time is put in to help the Lodge. If work is done at the Occoneechee Scout Camp, the hours worked will be multiplied by two. Working at home for the Lodge would also be accepted. A minimum total of 104 hours is required for the award. The appropriate form in Section E must be filled out and turned into the recognitions chairman by November 1. A Service Patch, which is not a flap, to be worn on the uniform would be given for achieving the award.

A FORM FOR THIS AWARD IS LOCATED IN SECTION E.



Quality Chapter Status

To Obtain Quality Chapter Status, chapters must complete each of the 8 requirements and two of the optional criteria. This sheet must be turned in by the final EC of Fall fellowship. Lodge Officer or Adviser must sign off on all of the following.

1. The Chapter Experienced positive growth for its membership.
2. The Chapter inducted a minimum of 30% of its eligible ordeal membership into Brotherhood.
3. 75% of Chapter Officers attended LLD.
4. The Chapter completed a service project for either: (a) a council camp, (b) an approved council wide service project or community service project.
5. The Chapter held at least eight meetings a year.
6. 50% of troops within the district are represented within the Chapter.
7. The Chapter held elections in 100% of eligible troops except those which individually refuse.
8. Provide at least 2 Elangomats for every 10 candidates during both Spring Inductions and Fall Fellowship.

Do two of the following Options

1. Produce four newsletters a year.
2. Conduct a Lodge Ceremony.
3. The Chapter Sent at least 2 chapter members to either a NOAC or Conclave within the last year.
4. The Chapter visited at least 75% of troops within the district for the promotion of the council camping, high-adventure, and other outdoor programs.

A FORM FOR THIS AWARD IS LOCATED IN SECTION E.

Training Recognitions

Occoneechee Lodge offers recognition for all Arrowmen to become trained. The below Training Committee Awards are available for those Arrowmen who meet the indicated requirements:

Training Committee

- Embroidered Baseball Cap
 - Must be appointed by the Chapter or Lodge Chief and attend the annual Spring Pow Wow, Spring Inductions, Fall Fellowship and LLD Training Committee meetings. Additionally, must promote youth and adult training in their chapter.
 - Presented at Winter Banquet

Lodge Leadership Development (LLD)

- Participant Patch
 - Must sign up and attend the weekend annual LLD Seminar and agree to promote the LLD teachings in their local chapter.
 - Presented at LLD
- Staff Patch
 - Must serve on the annual LLD Staff, attend the staff developments and conduct the assigned LLD classes in a satisfactory manner.
 - Presented at LLD
 - In lieu of a second staff patch, Arrowmen serving on staff subsequent years will receive a service star indicating the number of years they have served on staff.
 - Only one service star at a time is to be worn on the LLD Staff patch.
 - Upon earning an additional service star the Training Committee will exchange the appropriate service star
- Track Certificate
 - Certificate presented for each LLD track
 - Presented at LLD

Friends of the Thunderbird Award

This award is to recognition individuals that are not members of Occoneechee Lodge 104 or the Order of the Arrow, for they're significant contributions and support of Occoneechee Lodge 104. Nominations will be submitted to the Lodge Chief on the Friend of the Thunderbird Award Petition, by the conclusion of Fall Fellowship. The recipients will be decided by the Lodge Key 3 and presented at Winter Banquet.

A FORM FOR THIS AWARD IS LOCATED IN SECTION E.



Occoneechee Lodge Vigil Selection Information and Process

The following procedure, will be used by the Vigil Committee of Occoneechee Lodge for the selection of its Vigil Honor members

1. Any Lodge member, youth or adult, is invited and encouraged to recommend any other Lodge member, youth or adult, for the Vigil Honor according to the suggestions which follow.
2. The nominated Lodge member, youth or adult, must have attained Brotherhood membership in the Order of the Arrow at least two years prior to the Vigil Committee Selection Meeting which is held annually between Spring Pow Wow and Spring Inductions.
3. Nominations must be submitted in writing to the Vigil Chairman on the current Official Occoneechee Lodge Vigil Honor Petition Form, which is available from any Lodge or Chapter Officer/ Adviser and is contained in the current Occoneechee Lodge Planbook.
4. Nomination forms, including photograph, must be filled out completely and must be received by the Vigil Chairman no later than the Sunday EC of the Spring Pow Wow weekend. No incomplete or late forms will be considered or accepted. If you believe that the person is truly worthy of the nomination, you should be willing to properly nominate them.
5. All Vigil nominations received on the Official Lodge Vigil Honor Petition Form will be carefully considered and reviewed by the Vigil Honor Nomination Committee. This committee composed of all youth Vigil Honor members in attendance at a meeting designated by the vigil chairman, and this committee is chaired by the appointed Vigil Committee Chairman. The appointed Vigil Chairman is advised and assisted by the appointed Vigil Committee Adviser. The appointed Vigil Committee Adviser upon agreement with Vigil Committee Chairman may elect to invite not more than four (4) adult Vigil Honor members to assist/advise him in the Selection Process.
6. Only registered and active youth Vigil Honor members of Occoneechee Lodge less than 21 years of age may vote in the Vigil Honor Selection Process.
7. The chairman of the Vigil Honor Committee, or his appointee, will present and read every youth Vigil Honor petition to the Vigil Honor Committee for their consideration. Only positive discussion will be allowed on any nominee. After presentation of all youth nominees, voting for youth nominees will occur. The youth nominees who receive a majority of the votes cast are selected.
8. The chairman will then read for consideration all Adult Vigil Honor Nomination Forms and positive discussion will be allowed. Youth Committee members will then vote on adults, to be chosen for the Vigil Honor from Occoneechee Lodge. The number of adults selected can not be greater than the number of youth previously chosen. This is in keeping with National Policy that the number of youth selected must be at least half of the total selected from our lodge.
9. Those youth and adults of Occoneechee Lodge who have been selected for Vigil Honor will have a National Vigil Honor petition filled out on their behalf by the Vigil Honor Chairman and his Adviser. This petition requires the signature of the Lodge Chief, Lodge Advisor, and the Council Executive prior its submission to National for their review of the Nominees.
10. Please note that we can only nominate to National one Vigil Honor Member for every fifty (50) members of our Lodge based on the current Lodge Charter. This total number of nominees will be supplied to the Vigil Committee by the Lodge Adviser prior to the Vigil Committee meeting at May Inductions.

A FORM FOR THIS NOMINATION IS LOCATED IN SECTION E.

Notes on the Selection of a Vigil Honor Member

- "The Vigil Honor is the highest honor that the Order of the Arrow can bestow upon its members for service to their lodge and local council. It dates to the year 1915, when its founder, E. Urner Goodman, became the first Vigil Honor Member. Since then, thousands of members have been accorded this honor. It is a mark of distinction and recognition reserved for those Arrowman who, by reason of exceptional service, personal effort, and unselfish interest, have made distinguished contributions beyond the immediate responsibilities of their position or office to one or more of the following: their lodge, the Order of the Arrow, Scouting, or their Scout camp. Under no circumstances should tenure in Scouting or the Order be considered as reason enough for Vigil Honor recommendation." - Order of the Arrow Handbook
- Vigil Honor Membership is not an attendance award, a tenure award, an achievement, something you can campaign for, or even actively seek.
- The Vigil Honor is an honor for distinctive service which has no specific requirements. It is more a way of life than a set of achievements. It represents a quality of character that is not tangible but discernible in actions, words, and attitudes. It is upon these premises that Vigil Honor nominations must be made, and these suggestions are offered to guide you and give you some insight into how the Vigil Honor Committee views nominees for the Vigil Honor in Occoneechee Lodge.
- Please read the OA Handbook before undertaking any nomination, and if you have any questions about the Vigil Honor selection process, please ask the Vigil Committee Chairman or any Vigil Honor member to explain this important issue to you.
- Remember: If someone is worthy of nomination to the Vigil Honor, then as their nominator, you have an obligation to correctly and fully fill out the vigil honor nomination form and submit it when due as outlined above.



New Ordeal Opportunities

Updated 1/26/2009

Occoneechee Council
PO Box 41229
Raleigh, NC 27629

Dear Candidate,

Congratulations on your election to the Order of the Arrow, Scouting's National Honor Society. Your selection by the fellow Scouts in your troop is indeed a great honor, and we look forward to welcoming you into a unique organization in Scouting - a brotherhood of cheerful service.

In order to become a member of the Order of the Arrow (the OA), you must complete the Ordeal weekend on one of two weekends during the coming year:

- a. May 14-16 2010**
- b. September 17-19 2010**

These weekends will be held at Occoneechee Council's own Camp Durant. If you do not participate on the one of these dates, you must be elected again in order to be eligible for membership. (If strongly extenuating circumstances prevent attending both weekends, an extension may be possible - contact a chapter officer listed below).

You should plan to arrive at Camp Durant no later than about 6 p.m. on the Friday evening of your Ordeal weekend. No Friday evening meal will be served, so plan to eat well before you arrive. The weekend activities will last until around 9:30 a.m. on Sunday morning (when a brief nondenominational chapel service will be held).

Pack for this weekend as you would for any troop outing: bring sleeping gear, a tent, flashlight, toiletries, and any other necessities. One exception from the standard camping equipment is that of cooking or eating gear - these will not be needed, as all meals (Saturday breakfast through Sunday breakfast) will be provided. As with all Scouting functions, you should bring your complete ("Class A") Scout uniform. However, as you will spend much of Saturday performing service for the council camp, you should bring a change of work clothes (older clothes that can get dirty), including work gloves.

The Ordeal registration and event fee is \$50.00 - this fee includes insurance, an event patch, four meals plus a cracker-barrel, the current lodge OA dues, an Order of the Arrow handbook, an Ordeal sash, and an Ordeal lodge flap. **You must also bring a completed copy of the Health History/Authorization form.**

We look forward to seeing you at either the spring or fall Ordeal weekend! If you have any questions, or simply need more information, please do not hesitate to contact one of the officers listed below. Again, we extend our congratulations on your achievement and selection for membership in the Order of the Arrow and anticipate your active participation in Occoneechee Lodge.

Yours in Brotherhood,

Chapter Chief