



**Troop 93**  
**Leadership Position Description**

**Building & Grounds Facilitator**

**Type:** Appointed by Committee Chairman  
**Reports to:** Committee Chairman  
**Description:** In charge of Scout Building Maintenance.  
**Comments:** Maintains all functions associated with the Scout hut (routine as well as unscheduled events).

**QUALIFICATIONS**

**Experience:** Prior building management desired. Some understanding of building construction, building maintenance and building systems (electrical, Plumbing, HVAC) is desired.

**PERFORMANCE REQUIREMENTS**

- **Training:** Complete Fast Start tape, Youth Protection Training,
- **Desired training:** New Leader Essential
  
- **Attendance:** You are expected to all attend Troop Committee meetings.

**GENERAL LEADERSHIP RESPONSIBILITIES**

**Uniform:** **Uniform optional** - Set the example by wearing your uniform correctly at troop meetings and other formal events.

**Behavior:** Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you say and do.

**SPECIFIC LEADERSHIP RESPONSIBILITIES**

Assure the building is maintained, systems are properly maintained (HVAC, well).

Duties include:

- Have grass cut regularly (trimming as necessary)
- Assist in Annual Fire Marshall inspection
- Assure all routine maintenance on the HVAC system is performed (filter changes, etc)
- Have repairs as necessary performed
- Assure building maintenance and consumable items are stocked (bulbs, floor, mops, toilet paper, paper towels, etc)
- Report building condition/needs/repairs at each Committee meeting
- Maintains schedule of building use (Cub Scouts, Boy Scouts, Girl Scouts and Lion's Club)