

Troop 355	Position Guide	Latest Revision: April 30, 2009
	Court of Honor Chair	Page 1 of 1

Preamble

The Court of Honor Chair is responsible for organizing the Winter Court of Honor for the San Marino Boys Scout Troops. Refer to the “Winter Court of Honor Planner” for specific duties.

I. Reporting Relationship

This position reports to the Advisory Committee Chair

II. Responsibilities and Duties

1. Recruit, encourage and train two primary assistants.
2. Decorate the auditorium
3. Arrange the stage set up with the auditorium staff
4. Decorate the reception tables
5. Arrange for the catering of the reception
6. Arrange for flowers for the eagles Families
7. Create the program
8. Print the Program

III. Training

1. By previous Court of Honor Chairs