

Cub Pack 61 Event Planning Guide
Annual Program Planning Conference

Event Coordinator & Volunteers:

Committee Chair
Cubmaster
Treasurer
Den Leaders & Asst. Den Leaders
Committee Members

Event Description:

Throughout the program planning process, leaders should remember that their primary objective is to deliver a high quality Cub Scout program to each boy. A high quality program has two elements: it must be fun and exciting for boys and it must achieve the purpose of Cub Scouting. To make sure that all leaders are familiar with the purposes of Cub Scouting, it would be a good idea to review them at your annual program planning conference.

Veteran Cub Scout leaders often use the word “KISMIF” to remind themselves to put fun into the program. KISMIF stands for “Keep it simple, make it fun.” Simple does not, however, mean simple minded. Most Cub Scout age boys are quite willing and eager to tackle fairly big projects, if they anticipate fun and satisfaction from them.

Three other factors should be considered in your program planning. 1) The need to make sure that each boy has opportunities for advancement. 2) Summer programs; do not drop Cub Scouting in the summer when the boys have the most time for it. 3) The need to orient parents to Cub Scouting, so that they know how it works and what they must do to make it work for their sons. When the boy joins, the Cubmaster, assistant Cubmaster, or a Pack Committee member should meet with the parents to brief them on the program. To make sure that your Pack is meeting its program objectives, have periodic evaluation sessions by the adult leaders. These evaluations could be held at a monthly Pack Leaders meeting every third or fourth month. The agenda for the evaluation could be the list of Cub Scout purposes. Are you still meeting each one?

Planning Timeline:

April/May:

Conduct an activity survey of pack families with responses from parents and from scouts. The purpose of this survey is to evaluate the past program and solicit ideas for future activities. The survey (see Attachment 1) could be completed at the April and May pack meetings, distributed by e-mail via the den leaders or conducted as a non-line survey using various survey tools (both free and fee-based). The survey should include both activities from the current year and ideas for the coming year.