



Duties of the National Venturing Cabinet

- Encourage and assist with the organization and support of VOAs.
- Maintain consistent contact with VOAs. Assess the strengths, weaknesses, and future plans of each VOA, and provide direct support.
- Fulfill the mission statement of the Boy Scouts of America and the Aims and Methods of all our programs throughout your term as a National VOA Officer.
- Ensure the National Venturing contact sheet is up-to-date with all necessary information and Council key three information (or representatives).
- Maintain a positive image of the Venturing program. You are always an ambassador for the Venturing program.
- Conduct or attend monthly National Venturing Cabinet meetings or conference calls as needed. Encourage networking and support of all events.
- Provide training or orientation to VOA members that will provide each of them with the knowledge and resources to be effective.
- Strive to fulfill the mission statement within the Standard Operating Procedures.
- Understand the commitment to travel across the country supporting VOAs and Councils as requested.
- Uphold the National VOA Officer Code of Conduct that is developed and approved by your peers during the officer orientation.
- Provide input on Venturing-related topics to the National Venturing Committee.
- Assist or act on any other duties, as requested by the National Venturing Committee.





National Venturing President

The National Venturing President is selected by a prescribed process to serve for a specific term of office (June 1 to May 31).

The National Venturing President:

- Works with the National Venturing Advisor, the National Professional Director, and all Associate Advisors of the National Venturing Cabinet.
- Appoints and supervises National Venturing Cabinet Vice Presidents, and additional optional youth positions.
- Leads the youth officer selection process and interviews.
- Represents Venturing to all Scouting leadership throughout the nation.
- Motivates and coordinates the National Venturing Vice Presidents and any other appointed Cabinet members in assigned tasks and conducts meetings with them as needed.
- Plans and leads regular meetings for the National Venturing Cabinet leadership team (National Venturing President, all National Venturing Vice Presidents, and respective advisors).
- Plans and leads regular meetings of the entire National Venturing Cabinet, including all necessary VOA Presidents and Advisors.
- Maintains positive relationships and mentors VOA Presidents.
- Assists National Venturing Cabinet members with the selection of subsidiary youth members.
- Tracks all goals for the National Venturing Cabinet and provides regular progress reports to the appropriate committees.
- Serves as the top youth representative and voting member on the National Venturing Committee.





National Venturing Vice President of Administration:

The National Venturing Vice President of Administration is appointed to the National Venturing Cabinet by the National Venturing President-Elect (for a term concurrent with that of the National Venturing President) and serves at the National Venturing President's pleasure.

The National Venturing Vice President of Administration:

- In consultation with the National Venturing President, appoints and supervises subsidiary youth positions needed to perform the communication functions of the National Venturing Cabinet.
- Supports strategies to increase Venturing membership within VOAs.
- Promotes and organizes the National Venturing Cabinet officer selection application processes.
- Works with VOAs to update and maintain an accurate list of all current contacts.
- Promotes the selection and presentation of the Venturing Leadership Award and other appropriate Venturing awards.
- Maintains records of recognitions, membership, officer selections, and Venturing leadership alumni.
- Takes minutes during discussions at National Venturing Cabinet meetings.
- Actively promotes and administers Journey to Excellence for Council Venturing.
- Collaborates with VOAs to support the administrative functions of Council VOAs.
- Performs any other duties as assigned by the National Venturing President.





National Venturing Vice President of Program:

The National Venturing Vice President of Program is appointed to the National Venturing Cabinet by the National Venturing President-Elect (for a term concurrent with that of the National Venturing President) and serves at the National Venturing President's pleasure.

The National Venturing Vice President of Program:

- In consultation with the National Venturing President, appoints and supervises subsidiary youth positions needed to perform the communication functions of the National Venturing Cabinet.
- Supervises activity chairs and the planning of activities (conferences, outings, summits, and other events).
- Facilitates internal training events of the National Venturing Cabinet in conjunction with the incoming National Venturing President, outgoing National Venturing President, and outgoing National Venturing Vice President of Program.
- Collaborates with VOAs to improve the program and training events of Council VOAs.
- Provide detailed program guides to support each VOA as they develop program to support their local Councils.
- Performs any other duties as assigned by the National Venturing President.





National Venturing Vice President of Communication:

The Vice President of Communication is appointed to the National Venturing Cabinet by the National Venturing President-Elect (for a term concurrent with that of the National Venturing President) and serves at the National Venturing President's pleasure.

The National Venturing Vice President of Communication:

- In consultation with the National Venturing President, appoints and supervises subsidiary youth positions needed to perform the communication functions of the National Venturing Cabinet.
- Assists with the Venturing web presence to ensure all outlets are maintained and updated appropriately for effective publication of information and collection of feedback.
- Periodically provides support to the creation of a newsletter of past, current, and future events, including articles of noteworthy events and other items of interest to Venturers.
- Maintains groups, pages, blogs, calendars, message boards, etc., on the most relevant social media and social networking sites.
- Develops and maintains the tools to communicate with all relevant parties using a variety of methods such as telephone, text message, email, and postal mail as appropriate.
- Maintains the roster of National Venturing Cabinet members and frequently involved persons, including as many forms of readily available communication paths as possible, and identifies preferred methods, making it available to the Cabinet as needed and appropriate.
- Develops comprehensive marketing strategies and materials.
- Collaborates with VOAs to improve the communication efforts of Council VOAs.
- Performs any other duties as assigned by the National Venturing President.





National Venturing Vice President of VOA Support:

The National Venturing Vice President of VOA Support is appointed to the National Venturing Cabinet by the National Venturing President-Elect (for a term concurrent with that of the National Venturing President) and serves at the National Venturing President's pleasure.

- Communicates regularly with designated VOA Presidents to offer guidance, support, and resources provided by the National Venturing Cabinet.
- Collaborates with VOAs to understand what Council VOAs need to improve their functioning and provides regular progress reports to the National Venturing Cabinet.
- Motivates and coordinates the VOAs in assigned tasks and conducts meetings with them as needed.
- Helps train and mentor VOA members through facilitating officer training events with knowledgeable incumbent or past VOA officers.
- Works in conjunction with the National Venturing President to track the goals of VOAs as needed.
- Supports any consolidation, centralization, or operational projects needed to grow and support VOAs
- Performs any other duties as assigned by the National Venturing President.

