



National Capital Area Council Venturing Officers Association

Council Venturing President & Vice President Application Form



The following Venturer wishes to be considered for the position of Council Venturing President or Vice President.

This is a multi-part application that includes a written statement of qualifications. The nominee is expected to discuss the responsibilities and time commitment with his or her parents and unit leader, prior to submitting this application for consideration.

Name _____

Home address _____

City _____ State _____ Zip _____

Phone (Home) _____ (Cell) _____

E-mail _____

Currently registered in Crew No. _____ District _____

Advisor's Name _____

Position(s) applying for President VP Administration VP Program VP Communications

The nominee should attach no more than four 8 ½ x 11-inch pages on white paper to this application stating his or her qualifications for the position(s) for which applying.

The nominee's statement of qualifications should include:

1. Experience as Crew President, or other Venturing youth officer.
2. Venturing/Scouting positions, awards, and experiences.
3. Non-Scouting awards, recognition, and scholarships.
4. School, clubs, sports, and leadership positions.
5. A statement on present school status and college or career plans.
6. A statement on why the nominee wants to serve and what he/she hopes to accomplish in the position of Council Venturing Officer's Association President or Vice President.

Nominee's agreement: I am interested, able, and willing to serve in the position of the 2018-2019 National Capital Area Council Venturing Youth Officer. I certify that I meet the qualifications outlined for the position and will commit myself to performing the duties and responsibilities of the position, if selected.

NomineeSignature _____ Date _____

Parent(s) Approval _____ Date _____

Crew Advisor Approval _____ Date _____

All submissions are due by April 1st, 2018 for Council Youth Venturing positions. The submissions should be returned to: CVOA Advisor, Dawn Zacherl, at cvoa-advisors@ncacbsa.org

Officer positions in a VOA: VOAs generally consist of four youth officer positions. The four positions are President, Vice President of Administration, Vice President of Program, and Vice President of Communications. The terms of office last from June 1st of the election year through May 31st of the following year.

Job description of the VOA President: The VOA President presides at all meetings of the VOA and serves as a spokesperson and representative of the VOA and all Venturers within the Council. The President motivates and coordinates the three Vice Presidents and any other appointed VOA members, and helps to train and mentor Presidents at the District and Crew levels.

Job description of a VOA Vice President of Administration: The Council VOA Vice President of Administration serves as the Council VOA Officer responsible for the administrative duties of the VOA. They preside at all meetings of the VOA if the Council VOA President cannot be present.

Job description of a VOA Vice President of Program: The Council VOA Vice President of Program serves as the Council VOA Officer responsible for the program of the VOA. They are responsible for the oversight and support of all program areas and the implementation of said programs at the Council level, and supervise activity chairs and the planning of activities.

Job description of a VOA Vice President of Communications: The Council VOA Vice President of Communications serves as the Council VOA Officer responsible for VOA communications, both internal and external. They maintain a contact list of all Council and District officers and advisors. They ensure that a VOA website publicizing VOA events, activities, initiatives, and other VOA information is created and maintained with up-to-date information. They also take minutes of CVOA meetings.

*For a full list of duties and responsibilities please refer to the NCAC-VOA by-laws and the Venturing Standard Operating Procedures.