

Order of the Arrow
Waguli Lodge
Troop Representative
Support Handbook



Waguli Lodge #318



Northwest Georgia Council

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**MAKE A DIFFERENCE
IN YOUR UNIT AND LODGE TODAY
OA REPRESENTATIVE & OA REP ADVISOR
INITIATIVE PROGRAM**



**STRENGTHEN THE TIES
BETWEEN YOUR UNIT & WAGULI LODGE
EVERY UNIT NEEDS ONE!**

Welcome and Introduction

Congratulations! The OA Troop Representative is one of the most important positions in the OA, and you should be proud of taking this step to continue to cheerfully serve the ones who chose you and the ones who continue to need you.

The Order of the Arrow is a vital part of the Boy Scouts of America. It has allowed countless Scouts to both enrich themselves as individuals and to enhance their Scouting experience. As an OA Troop Representative, it is your responsibility to be a resource the other members of your troop, as well as your honor to promote the Order's message of cheerful service within the Scouting program.

In this book you will find information on what the OA Troop Representative program entails. It includes many ideas to expand your service to your unit and the OA, as well as information on the adviser program. Most importantly it provides you, the OA individual, the tools to succeed and make the program your own. Please keep it as a reference.

The OA Troop Representative

The OA troop representative serves as a formal communication and programmatic link to both Arrowmen and nonmembers in the unit, making sure they are aware of lodge news and activities. He also teaches Scout skills, promotes Scout camping and spirit, sets the example, and encourages Arrowmen in the unit to be active in the lodge and seal their membership in the Order by becoming Brotherhood members. The OA representative is an optional youth leadership position in the unit that is appointed by the senior patrol leader with the approval of the Scoutmaster.

The following pages of this guide book list specific duties of the representative during different functions, events, or meetings of the lodge.

The Troop Representative is the agent of the lodge in the field, the reflection of what an Arrowman truly is. You are always in the spotlight as a scout and expected to hold a high standard, but as an Arrowman, your torch is held even higher with living the "...faithfully observe and preserve the traditions of the Order of the Arrow, Wimachtendienk, Wingolauchsik, Withahemui." The Key tradition of cheerful must be displayed at all times, so nonmembers are aware of the Arrowman's true difference.

Summary of OA Troop Representative Duties:

- * Serves as a communication link between the lodge and the troop.
- * Encourages a camping program in the troop.
- * Encourages Scouts to actively participate in community service projects.
- * Assists with leadership training in the troop.
- * Encourages Arrowmen to assume leadership positions in the troop.
- * Encourages Arrowmen in the troop to be active participants in the lodge and to seal their membership in the Order by becoming Brotherhood members.
- * Enthusiastically wears the Scout uniform correctly.
- * Lives by the Scout Oath, Scout Law and OA Obligation.
- * Shows Scout spirit.

Qualifications:

- * Under 18 years old
- * Appointed by SPL with SM approval .
- * OA Member in good standing (dues paid)
- * Trained for position

Reports To:

Senior Patrol Leader

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What Kind of Scout is a OA Troop Rep?

No two Troop Representatives are alike. Some Reps are First Class, new Ordeal members looking for an introduction to the Order. Others are older scouts looking for a way to stay involved in their troop or advance towards Eagle. Some are even chapter and lodge officers who still feel the need to serve their unit and mentor their fellow Scouts. Whatever your story, the Troop Rep program can help you deepen your service to both Scouting and the OA as well as help others along the path that you have followed. The Troop Representative program is based upon the principles of communication, leadership, and service. Together, these important concepts form a cohesive, effective program.

Communication

- * Attends troop and lodge activities regularly as a youth representative of the unit & lodge.
- * Regularly checks lodge online information. (<http://www.nwgabsa.org/> then click on the Waguli Lodge #318 link on the left navigation bar)
- * Serves as a two-way communication link between the troop and the lodge.
- * Takes a leadership role to conduct an annual Order of the Arrow election for the troop.

Leadership

- * Coordinates the Ordeal Induction process for newly elected candidates by: ensuring they know the time and location of the Ordeal, providing information of what to bring to the Ordeal, assisting (as needed) in arranging transportation to the Ordeal, and offering assistance (as needed) to the lodge in the Ordeal process.
- * Assists current Ordeal members in the troop in sealing their membership by becoming Brotherhood members by: ensuring they know the time and location of Brotherhood opportunities, assisting (as needed) in arranging transportation to the Brotherhood opportunities, and offering assistance to the lodge (as needed) in the Brotherhood process. He may also, at the discretion of the PLC, offer periodic training and discussions of OA principles, symbolism, and the Legend as needed by and appropriate for the troop members of the Order.
- * Sets a good example by: wearing the Scout uniform correctly, showing Scout spirit, and living by the Scout Oath, the Scout law and the OA Obligation.

Service

- * As requested by the unit leadership, participates in Courts of Honor by recognizing: high adventure participation of troop members, induction of new OA members, changes in OA honors of troop members, leadership of troop members, and other recognition designated by unit leadership
- * Arranges for at least one Summer camp promotion, including OA programs, annually (in conjunction with a unit election).
- * In all cases, promotes service opportunities. As requested by the unit leadership, leads at least one troop service project for the community or charter partner during the year. May also serve as the unit's service chairman.
- * As requested by the unit leadership, assists the troop as a trainer of leadership and outdoor skills.
- * In all cases, advocates environmental stewardship and Leave No Trace camping.
- * Serves as an elangomat or another Ordeal leadership position.



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You might also notice YOUR place on in the chart. You're right at the center. You, by way of being an OA Troop Representative, embody these three ideals. Much the same way the Order promotes the concepts of Brotherhood, Cheerfulness and Service as a cohesive whole, these three concepts are indivisible. They are all a unique facet of the program, none of which the program can succeed without. By working together, these three unique areas make a successful OA Troop Representative Program possible.

Below is a detailed explanation of the most important responsibilities of the OA Troop Representative, as they relate to these three areas. You'll explore the program in depth and find out about the exciting difference you can make as an OA Troop Representatives.

Communication - The Flow Of Information



Look at the chart above. It details the flow of information between the lodge, the OA Unit Rep, and the Unit. You may or may not be familiar with the interaction between these different levels. In the following sections are examples of the above chart in action and how you and your fellow Arrowmen fit in. Facilitating Communication is one of the most important aspects of the OA unit Representative.

Lodge

It is the responsibility of lodge leadership to develop program. They are responsible for planning meetings, events, activities, and service projects at the Lodge level. In return, they take suggestions from lodge members about how to improve their activities and program.

Unit Representative

Unit Representatives attend Lodge Events and regularly check the Waguli Website (<http://www.nwgabsa.org/> then click on the Waguli Lodge #318 link on the left navigation bar) . There, they learn about the events the lodge has planned, as well as any Lodge events and Lodge Service Projects in the works. There are also links to resources and ideas to support the programs of their individual units. The Lodge may schedule a special gathering of OA Troop Representatives called Unit Representative Roundtable meetings.

Unit

Unit Reps attend regular meetings in their troops. There, they tell their fellow unit members about the latest OA developments, as well as exciting opportunities in the district and council. They serve as a resource to the other members of their unit, both Arrowmen and non-Arrowmen. They provide dates to the annual unit planning as well as providing info to the unit newsletter or website about lodge activities. You will notice in the diagram above that information does not just move one way. Communication is a two-way street. It depends on two or more parties working together to share messages. Also note that this information does not always follow a linear path. Information can come directly from the Lodge to Unit Reps, for instance, or directly from unit members to the Lodge. Although the normal chain of communication is presented above, there are exceptions that do occur.

Below is a list of specific topics of communication between the unit and the OA:

Lodge to Unit:

- Promotes lodge events
- Assists with needed camp promotion visit
- Promotes service opportunities
- Invites Ordeal members to obtain Brotherhood membership and provides resources
- Invites to candidates to attend their Ordeal
- Encourages OA members to be active in their Lodge

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Unit to Lodge:

- Does the unit conduct monthly campouts?
- Does the unit attend a long-term camp?
- Do the unit's older scouts participate in high adventure programs?
- Does the unit need assistance with its outdoor program?
- Does the unit need assistance with community service projects?
- Does the unit need assistance with training?
- Do the unit's OA members participate in Lodge functions?
- Reaction of the Troop members to the Lodge program
- Name of the new OA Troop Representative

You might notice a common theme with this information. One of the goals of the OA, as an integral part of Boy Scouting, is to ensure that units have the tools they need to succeed. By keeping a pulse on the health and strength of the local Scouting program, the OA can adapt its program and the resources it provides local Scouting organizations to best address the needs of districts and units.

Leadership - Role of the OA Representative in the Unit

As you may be discovering, an OA Troop/Team Representative has many roles in his unit. We have already talked about one of his primary duties, which is serving as communication link between his unit and the Order. Chief among his other duties is serving as the main authority on the OA in the unit. This includes both mentoring the Arrowmen in your unit through their OA journey as well as serving the needs of non-members.

Unit Elections

As the OA Representative for your Troop, your responsibility is to make sure that your unit has an annual unit election. Waguli Lodge encourages OA Reps to explain the purpose and ideals of the OA to the unit, and to explain to them the purpose of the unit election.

The Appendix at the end of this handbook provides materials that you can use to help in the planning process leading up to the election, including National Policy on Unit Elections, OA Election Suggested Script, and Recording Forms.

Ordeal Preparation

Perhaps you remember when you were called out or elected to the OA. You were probably excited, but a little nervous. Election to the OA is a momentous step in a Scout's journey, and should be treated as such. But newly-elected candidates often have many questions and may be hesitant about what the program entails.

Upon election, all candidates should receive literature explaining the OA, as well as an invitation to one of the lodge's upcoming Ordeals. However, it is a good idea to follow up with candidates to ensure they have received and understand this material. Here are some example questions to ask the Arrowmen-to-be in your unit:

- Do they know the time and place of the next Ordeal?
- Do they know what to bring?
- Have they registered online at ?
- Do they have transportation to the Ordeal?
- Do they have any other questions about what the OA is?

Important Note: The OA recognizes the importance of mystery and gradual realization in its inductions cycle. Keep answers about the Ordeal and rituals vague to preserve this aura for candidates. However, the OA is not a secret society. If candidates, parents, or others have serious concerns about the Ordeal or the programs of the OA, refer them to your adult adviser, or to lodge leadership.

Brotherhood conversion

Another of an OA Troop Representative's main duties is to prepare the fellow Arrowmen his unit for the Brotherhood honor. Once inducted, it is important to keep new Arrowmen involved and engaged with the program. They will lose interest otherwise.

To keep new Arrowmen involved, make sure they know the:

- The Brotherhood Study Guide
- Time and location of lodge events

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As they learn the schedule of recurring events, make sure they continue attending meetings and events. As time passes, involved new Arrowmen may become interested in pursuing Brotherhood membership. It is your responsibility to ensure that they have the required knowledge to successfully complete the Brotherhood. The requirements for Brotherhood membership, as stated in the OA Handbook, are also stated in the Waguli Brotherhood Study Guide in the Appendix of this Handbook

The exact time and place when Brotherhood ceremonies are held will vary. The lodge holds Brotherhood ceremonies at most major lodge events, including Ordeal Weekend, and may hold them at other venues and events as announced. The cost of Brotherhood is covered in the Brotherhood fee during registration.

Resource to Unit

As the OA Troop Representative, you are the representative of the Order in your unit. Your job is to share your knowledge of the OA and any other areas of expertise with the other members of your unit.

You may be familiar with the Instructor unit leadership position. Instructors focus on teaching and promoting a particular skill, such as first aid or wilderness survival. Think of yourself as an Instructor that specializes in the OA. Many Arrowmen and non-Arrowmen will have questions about OA events and programs, and it's up to you to fill them in and share your particular area of expertise.

If you don't know the answer- don't worry! Chances are someone in the lodge or your OA Troop Adviser can help you.

Service - To Unit, District, Council, and Scouting

Service Projects

As the Brotherhood of Cheerful Service, one of the primary responsibilities of the OA is to spread and promote the ethics of cheerful, selfless service and servant leadership in its members and to the greater Scouting community. As the OA Troop Rep., you are responsible in part for promoting these ideals in your unit and incorporating them into your unit program.

Some service projects you and your unit may consider supporting are:

- School and community events (food/toy drives, benefit races, etc)
- Scouting For Food/Toys for Tots
- District events like Camporees and Merit Badge colleges
- Lodge service projects
- Eagle projects

As mentioned earlier many units have their own unique programs and traditions that may not be included on the list. Conversely, if you see something on the list that your unit is not currently involved in, talk to your unit leadership about starting. There's a good chance that your unit will start a new tradition.

Some units may also choose to have their OA Rep run a service project at least once a year, to involve both Arrowmen and non-Arrowmen in cheerful service.

Camping Promotion

The OA was once known as the 'Brotherhood of Honor Campers' and grew out of a camping honor society. Today, the Order acknowledges this heritage by continuing to serve and promote camping and outdoor adventure within Scouting.

Camping promotion doesn't just happen once a year, however. It's a year-round process. One of the indicators of a strong unit is a solid outdoor program. As a Troop Representative, encourage your unit's camping program to include a wide range of outdoor activities and opportunities, as appropriate for the skill level, expertise, and interests of your unit.

Here's a sample mix of the trips and programs you could be promoting:

- Introductory trips for Webelos and new Scouts
- Car camping
- Short-term camping (day trips and weekends)
- District camporee or other events
- Boy Scout summer camp
- OA events and local Venturing events
- National/International programs like Jamborees, NOAC, and National High Adventure Bases

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Environmental Stewardship and Leave No Trace

As stated in the Mission of the OA, the Order exists in part to promote responsible outdoor adventure and environmental stewardship. The OA did this in a very visible way with ArrowCorps5 in 2008, Summit Corps in 2011, and with numerous other local projects. Every day, the OA is committed to inspiring an ethic of conservation-service and environmental awareness both in and out of the Scouting community. Scouts have been some of the most visible and prevalent users of the wilderness, and images of Scouts in the outdoors have become one of our great American symbols. Unfortunately, irresponsible use of wilderness by some Scouts has created a poor public image in some areas and among other wilderness users. Through a tradition of service projects and setting the example, OA is on the forefront of promoting positive relations with other outdoor users and creating a new positive image for Scouts everywhere. OA Troop Representatives should consider becoming Leave No Trace Unit Trainers after their term has expired. The LNT Unit Trainer is a leadership position within Scouting that exists to promote LNT camping and practices. On the completion of a 16-hour LNT course, a LNT Trainer becomes qualified for the unit position.

Overcoming Common Obstacles: Scenarios

Below is a list of common problems that may occur while trying to set up the OA Troop Representative program, and ways you can address them. Several of the scenarios are geared towards chapter and lodge leadership implementing the program, but they provide additional insight into how the program works and shows how the system breaks down if the chain of communication is obstructed. There's a good chance that you'll experience one or more of these scenarios, so it pays to be prepared.

Problem #1

Unit leader is reluctant to embrace the program

Possible Solutions:

Explain benefits to unit

The OA Troop Representative program is an excellent way to bring the benefit of the OA directly to units. The OA has a lot to offer boys that are involved, and the lessons that Scouts learn by taking part in the OA make them not only superior Scouts, but also more confident leaders, citizens, and individuals.

Tell the unit leader that the OA is not stealing his Scouts

Many unit leaders are under the mistaken impression that the OA will 'steal' scouts from their unit program. The reality is quite the contrary. As we know, the OA puts involvement in the unit over involvement in OA programs, for the simple reason that 'the ones who chose you need you'. Applied correctly, the OA Troop Representative program actually *increases* youth participation and leadership in the unit, because the position requires dedication beyond that required by for a 'normal' troop leadership position.

Problem #2 *Other Troop Reps don't show up to events or don't stay in contact*

Possible Solutions: *Talk to the rep directly and find the problem*

Go directly to the source and find out what the problem is. Maybe the Scout so involved with his unit, sports, school, or religious institution that he is having trouble taking on this additional responsibility. He might be having issues in his personal life that require his attention. Whatever the cause, find out if the Scout is still interested in being a Representative. If he is, develop a personalized plan for him to balance his responsibilities.

Talk to unit leadership

If the root of the problem is in the unit, follow up with the unit and see why the Unit Rep hasn't been showing up. The unit's events might conflict with OA events, for instance, or maybe the unit leader is reluctant to embrace the program. Work together to find a solution that accommodates the needs of the Representative, the unit, and the Lodge.

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Important Note:

The scenarios above involve youth-adult contact on a level not usually promoted in the OA. However, because of the nature of the position, youth will very often find themselves working cooperatively with adults from their lodge, their unit, and possibly other units.

It is not our intention that a youth or youths ever find themselves in an uncomfortable situation with a unit leader or other adult as a result of this contact. Your adult unit adviser or lodge leadership is a great resource to assist any Arrowman with questions or issues beyond their scope.

Reflection

Looking back at recent experiences to understand what happened, and using this understanding in looking forward to the next action and new experiences. We facilitate reflection by asking questions that cause people to think. What am I doing now to serve Scouting and the Order? How can I increase my service? Am I an effective leader? How can I be more effective? These are questions that you'll have to answer for yourself, but your answers will help you to make the right decisions. Introspection is one of the greatest responsibilities of being an Arrowman.

Even with all the material presented in this packet, don't think it is a comprehensive exploration of this program. Like so much of Scouting, you get out what you put into the program. A new world is out there for you to discover.



Appendix 1

The OA Troop Representative Adviser

The adviser to the Troop Representative assists the youth Representative so that he might succeed in his role as the communication and programmatic link between the unit and the Lodge or Chapter. The adviser helps to include the Order of the Arrow ideals and activities in the program of the troop. By setting a good example, the adviser enhances the image of the Order as a service arm to the unit.

Duties of the Adviser to the OA Representative:

- Supports the youth he or she advises, helping him to fully understand the needs of the unit and the elements of the lodge and chapter structure that are responsible for support to the unit.
- Promotes the incorporation of OA ideals into the advancement program of the unit, in unit leader conferences, boards of review, and courts of honor. Promotes recognition of members who have completed their Ordeal, achieved Brotherhood, or been inducted into Vigil Honor membership within the unit.
- Attends lodge meetings or training with the youth he or she advises.
- Insures that the OA Representative has the necessary transportation.
- Helps the Lodge in insuring that messages and documents regarding the achievement of Brotherhood reach Ordeal members in the troop and works with the OA Representative to assess their impact.
- Assists the OA Representative in providing feedback to the Lodge and the reaction of the unit and its OA members to the success of the OA programs which affect the unit, including Ordeals, unit elections, call-outs, camp promotion presentations, meetings and service projects.
- Sets a good example
- Enthusiastically wears the Scout uniform correctly.
- Lives by the Scout Oath, Scout Law , Shows Scout spirit ,and OA Obligation

Qualifications:

- A unit assistant leader or committee member at least 21 years old
- Appointed by the Scoutmaster with the approval of the unit committee chair
- OA Member in good standing (dues paid)

Reports To:

- Troop Scoutmaster

All Troop Representatives should have an adult adviser. Ideally, this should be an adult Arrowman in the unit that is familiar with the youth and can give support to the youth's efforts. If there are no suitable adult advisers in the unit, the role defaults to the chapter adviser or their designated adult.

Appendix 2

Role of the OA Representative in Unit Elections

As the OA Representative for your Troop, your responsibility is to make sure the unit conducts an election for ordeal candidates. You should explain the purpose and ideals of the OA and explain the purpose of the unit election.

The policies and training procedures for elections teams are more fully explained in other publications, but this Appendix includes several items relevant to the duties of Troop Representatives Prior Communication with the Unit Leader is essential in collecting needed info. The OA Rep should be in contact with the Lodge about Unit Elections.

Two Arrowmen from the Lodge's Election team under the age of 21 should conduct the election.

Appendix 3

Elangomat Brief Guidelines to follow

The Elangomat Promise

I, do hereby promise, on my honor as a member of the Brotherhood of Cheerful Service, to remain true to the ties of the Elangomat; to exemplify and endure the tests of the Ordeal, that those who are to join in our brotherhood may gain greater understanding of our purpose; to be a constant example of cheerful service and brotherhood; and to strive with all my power to help them see the Arrow.

What is an Elangomat?-The elangomat is one who is fully willing to give of himself in order to bring to others the true realization of the purpose and spirit of the Order of the Arrow. He will endure the hardships of the Ordeal again and again to help new members gain the deep and powerful experience of the Ordeal. The title, "Elangomat" means FRIEND. Your primary responsibility is to be a friend to the candidates. Your job is not easy; you must function as a mentor, counselor, mediator, and authority figure. The Ordeal is, however, better the second time around.

Responsibilities of an Elangomat

Honestly try to bring the candidates understanding of the spirit of the Order of the Arrow. Take the initiative in performing service and accomplishing tasks. Be a continual example of the spirit of the Order. Ensure that the candidates fully follow the challenges of the Order. Show the ordeal candidates respect. Ensure all are staying hydrated. Have and follow Schedule
Clans -A clan is a group of Ordeal candidates under your supervision. Not a whole lot really should need to be said about clans and how to run them. This is because they are just a special type of patrol. All of you have experienced how a patrol can and should work, and so you already know how to run a clan. You, the Elangomat Clan Chief, are the Patrol Leader. If there are other Elangomats or members assigned to the clan, they are your assistant patrol leaders, and the candidates are the regular members. All the tricks you may have learned to help a patrol function better will function in a clan as well. Remember, once candidates are assigned to your clan, they are your responsibility. You are there to help them and to stick up for them. Don't let others take members assigned to your clan from you. If you are involved in a large project that employs more than one clan, don't forget that you are still in charge of your clan members.

Discipline -You are not allowed to disqualify a candidate (only they can make that choice). If the candidate is not fulfilling the tests of the Ordeal notify Elangomat chairman and allow him to deal with any issues. Discipline is a continual problem no matter how well planned or executed a program. There will always be those who do not wish to abide by the set rules. But, if you keep one thought in mind, discipline is not too difficult. "You cannot disqualify the candidate from the Ordeal. Only the candidate can disqualify himself." If your attitude follows these lines, you will seldom encounter problems which can't be solved.

If a candidate is in direct defiance of an order or is in any way not fulfilling the tests of the Ordeal, take him aside and inform him that if the activity continues, he is considered to be renouncing his candidacy. If this is sufficient, work can continue. If there are repeated actions or an attitude of non-compliance, the Head Elangomat should be informed so that the proper action can be taken.
Elangomat Duties through the Ordeal - Friday Night -This is the time when you organize your clan. You need to get all your candidates together and get to know them, and help them to know you. This is a good time to give the candidates a broad overview of what they should expect in the next 24 hours. You don't want to go into too much detail, but you do want to let them know that at some point they will be put on silence, and what that means. They also need to know that they will be working for most of the next day. Find out if any clan members have any dietary or physical restrictions and make sure that the head Elangomat is aware of these. Find out if any members need to take medication or if there are allergies which might give you any trouble. This is also a good time to set up some hand signals to coordinate the clan once they are on silence. Then, it will be time for the Pre-Ordeal Ceremony. You should be at the head of your clan as you move to the ceremony site. You should also be prepared as the only one in the group with a flashlight, first aid kit and water, in addition to your sleeping gear. When the time comes to test the bow, you do it with the candidates. You are in line with them through the whole ceremony. As you leave the ceremony site you will be completely in charge of your clan. The guides should drop off your clan as a whole, and you, as clan leader place your candidates so you will know where to find them in the morning, or sooner if something comes up. It is generally best if you position yourself in the middle of the areas where the candidates are set so that you can get to them easily.

Saturday During the Day--In the morning check on all candidates and make sure that when it is time to return to the main camp that all are accounted for and ready. On arriving with the candidates, make sure you eat breakfast with them. They need to see you going through all the tests with them. During the day you will be assigned work by the Ordeal Master or Head Elangomat, make sure they do any verbal explaining in front of the candidates so that you won't have to speak yourself. Work hard during the day, and have as much fun as you can. Remember, they will be watching you and how you work and the attitude you have will have more impact on them than any other single aspect of the Ordeal.

Saturday Evening--When you have finished work and cleaned up, make sure everyone is appropriately attired for the final Ordeal ceremony (whatever is proper attire for your Lodge and climate). You should be wearing your sash and uniform, or possibly regalia. When it comes time for your candidates to go to the ceremony, line up with them, but not in the line itself. You are already bound in the Order and should stand next to them in line, but not be in it. The same is true when Kichkinet binds them with the rope. When you arrive at the ceremony site you should peel off from the line and stand with the other members, or stand behind the candidates. When the circle is widened, you should rejoin your clan members (now members not candidates) and be the first to congratulate them after the ceremony ends.

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Appendix 4

Brotherhood Study Guide (1)

Dear Ordeal Member:

It has been at least 10 months since your induction into Ordeal membership in Waguli Order of the Arrow lodge. You may now seal your membership in the Order through the Brotherhood ceremony if you have continued faithfully to serve your fellow man and have completed the following requirements:

- Maintained your registered membership in Scouting,
- Maintained your registered membership in the Order of the Arrow,
- Memorized the Obligation, the Order of the Arrow Official Song, the Admonition, the sign of Ordeal membership, and the Arrow handclasp, and
- Gained a thorough understanding of the Ordeal through which you have passed.

It is important not only that you meet the above requirements, but that you feel you are prepared for the Brotherhood. To signify your desire to seal your membership as a Brotherhood member, please write a letter to the lodge secretary expressing your feelings. There is a sample letter in this packet . In your letter:

- Explain what you think the Obligation means,
- Describe how you have been fulfilling this Obligation in your troop or team and in your daily life, and how you have used your understanding of the Ordeal to aid in your service, and
- Describe your specific plans for giving future service to the lodge program.

This Study packet has been prepared to assist you in having all the relevant information needed to become brotherhood.

Your next opportunity for Brotherhood conversion and ceremony will be at _____ at Camp Sidney Dew. Please let us know of your intention so preparations can be made for all those who attend by registering online by _____ at http://www.nwgabsa.org/event/_____ .

If you are prepared to make this important decision for yourself, we Hope to see you.

Yours in Scouting,

Lodge Chief
Waguli Lodge

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Brotherhood Study Guide(2)

THE HISTORY OF THE ORDER OF THE ARROW

Founded in 1915 at Treasure Island Scout Camp

The Order of the Arrow was created in 1915 by E. Urner Goodman, a young Camp Director at Treasure Island Scout Camp in the Philadelphia Council. Together with his Assistant Director, Carroll A. Edson, Urner felt that some sort of recognition was needed to honor those Scouts who were committed to the service of others above and beyond the call of duty.

Officially integrated into the Boy Scout program in 1948

Although it took over 30 years to become fully integrated into the Scouting program, the OA flourished through the 1920's and 30's, and finally, in 1948, became the Honor Camper Society of the Boy Scouts of America. Soon after the integration, a greater focus was put on youth leadership within the organization.

The lodge becomes an integral part of the Council

In 1998 the Order of the Arrow created its first strategic plan. This document outlined ways that the OA could help the Boy Scouts of America accomplish their goals and strengthen the local program. One of the plan's initiatives called for every lodge to become an integral part of its council's operations. For many lodges, this was the first time a communication link had been established between the lodge leadership and the council Scout executive. It was also at this point that the Order of the Arrow officially became "Scouting's National Honor Society."

"A Legacy of Servant Leadership"

As the Order moves forward in the 21st century, it is strengthening its ties to the values that the organization was founded upon: brotherhood, cheerfulness, and service. The OA's second strategic plan, unveiled in 2002, calls for the fortification of the lodge's ties to each council, and to provide expanded leadership development and service opportunities to the youth of Scouting.

Today, with over 300 lodges nationwide and 180,000+ members, the Order has helped produce many of Scouting's most outstanding leaders.

THE CHALLENGES OF BROTHERHOOD MEMBERSHIP

Your completion of the Ordeal sets you on the path of an exciting adventure. After 10 months of service to your unit and fulfilling certain requirements, you will be able to seal your membership in the OA by taking part in the Brotherhood ceremony. Brotherhood membership marks the completion of your induction into the Order of the Arrow.

You must meet five challenges before you can enter the Circle of the Brotherhood. The first of these you should meet now. The next three require steady effort over a period of months. The last challenge you must meet after you are satisfied that you are accomplishing the first four.

This list may seem daunting at first, but when broken down into smaller parts, you'll find it's quite manageable.

CHALLENGE 1

Memorize the following signs of Order of the Arrow Membership.

- **The Obligation of the Order**
- **The Order of the Arrow Official Song**
- **The Admonition**
- **The sign of Ordeal membership**
- **The Arrow handclasp**

Order Of The Arrow Obligation

I do hereby promise, on my honor as a Scout, that I will always and faithfully observe and preserve the traditions of the Order of the Arrow, Wimachtendienk, Wingolauchsik, Witahemui.

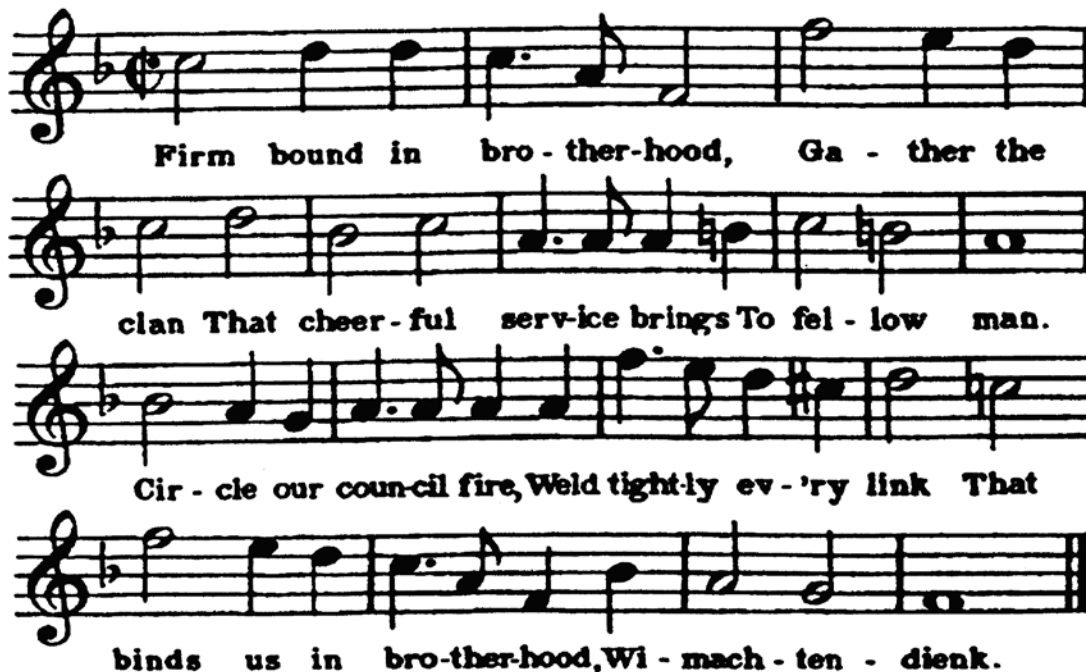
I will always regard the ties of brotherhood in the Order of the Arrow as lasting, and will seek to preserve a cheerful spirit, even in the midst of irksome tasks and weighty responsibilities, and will endeavor, so far as in my power lies, to be unselfish in service and devotion to the welfare of others.

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Order Of The Arrow Official Song

Words by E. Urner Goodman



Firm bound in bro-ther-hood, Ga-ther the
clan That cheer-ful serv-ice brings To fel-low man.
Cir-cle our coun-cil fire, Weld tight-ly ev-'ry link That
binds us in bro-ther-hood, Wi-mach-ten-dienk.

PRONUNCIATIONS

Wimachtendienk	(Brotherhood)	Wee-mok-ten-dee-enk
Wingolauchsik	(Cheerfulness)	Win-go-lough-sik
Witahemui	(Service)	Wi-tah-hem-oo-ee
Delaware Indians	Lenni Lenape	Len-nee Len-ah-pee
The Chieftain	Chingachgook	Ching-gatch-gook
Chieftain's son	Uncas	Un-cuss
Mighty Chief	Allowat Sakima	Al-lo-wot Sa-kee-ma
Medicine Man	Meteu	Mee-tay-o
The Guard	Nutiket	Nu-te-ket
The Guide	Kichkinet	Kitch-kin-et

The Admonition

Ahoalton—"To Love One Another"

The admonition of the Order of the Arrow is **Ahoalton**. It is pronounced **Ah'-ho-al'-ton**. The admonition is a word in the Lenni Lenape language that means "To Love One Another". It is whispered between members of the Order of the Arrow, and it can be used to test if a person is a member of the Order by asking, "What is the admonition?" Allowat Sakima gives the Admonition to you during the Ordeal Ceremony. We must always safeguard the admonition.

Sign of Ordeal Membership

The sign of Ordeal membership is another way to show that you've been inducted into this organization. The sign is given with your right hand over your left shoulder, moving outward as if drawing an Arrow from the quiver.

The Arrow Handclasp

When you were given your sash, Allowat Sakima also gave you the handclasp of the Order of the Arrow. The handclasp is given by shaking with your left hand while interlocking the pinky and ring fingers.

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CHALLENGE 2

Gain a thorough understanding of the Ordeal through which you have passed.

The Ordeal Experience

The Ordeal is a journey within your own character. Candidates will bring something different out of their Ordeal, as it is intended to be a time of reflection. It is upon this journey that a candidate comes to a deeper understanding of each the Scout Oath, Scout Law, and the principles of the Order of the Arrow. Reflection on your own Scout life and character help create this understanding. The Ordeal includes four principle elements including: night apart from others, pledge of silence, arduous labor, and scant food.

- **Night Alone** – to teach you self-reliance and to show that you are set apart from your fellow Scouts for something higher.
- **24 Hours of Silence** – to turn your thoughts inward to the things of the spirit.
- **Scant Food** – to teach you the virtues of self-denial.
- **Arduous Toil for a Day** – to indicate your willingness to serve others all through your life.

As a whole, these four elements of the Ordeal provide a meaningful and inspiring experience for the candidate. They allow the total participation of the mind and spirit. However, the four elements of the Ordeal are only one step in the induction sequence.

The Induction Sequence

The induction sequence seeks to encourage and inspire Arrowmen with the ideals of the OA and Scouting. This allows the traditions that Arrowmen hold dearly to be passed along.

It all begins with your election by the Scouts in your unit. Following your election, you were called out. Next came your Ordeal, which began with the Pre-Ordeal ceremony before an unlit fire, and ended with the Ordeal ceremony before a blazing campfire. Here you accepted the Obligation and received your Ordeal sash. The final step is the acceptance of Brotherhood membership, which marks full membership in the Order of the Arrow.

- | | |
|------------------------|---------------------------|
| 1. Election | 5. Ordeal Ceremony |
| 2. Call-Out | 6. New Member Orientation |
| 3. Pre-Ordeal Ceremony | 7. Journey to Brotherhood |
| 4. The Ordeal | 8. Brotherhood Ceremony |

The Ordeal Ceremony

The Ordeal ceremony is rich in its symbolism and possesses the foundation of the existence of our Order—the Obligation and Admonition. The Ordeal ceremony has its own sequence described as the challenges, the Obligation, the legend, and the explanation.

You began the evening with your guides, who asked you to put your left hand on the shoulder of the candidate in front of you as a symbol of your intent to return in service to your unit. Kichkinet met the group, and observed your unity of purpose. He then bound you with a rope, which symbolized the ties of Brotherhood, joining you with fellow Scouts. The rope was removed after you took the Obligation, for it has and always will connect all members of our organization.

As Kichkinet guided you to the Fire of Cheerfulness, you were stopped by the remaining three principals. Kichkinet greeted them with three taps on the shoulder, which was replied to with one tap, followed by two taps. These taps have significance: the first, meaning the three parts of the Scout Oath; the second, signifying the 12 points of the Scout Law. The three officials exemplify the three principles of the Order of the Arrow: Brotherhood, Cheerfulness, and Service.

Kichkinet allowed you to enter the circle by his answering the challenge of each principal. The unlit fire from the Pre-Ordeal ceremony is now blazing brightly, demonstrating the spirit of cheerfulness that burns within each member.

Once you were placed in a position to receive further knowledge, Allowat Sakima gave you the Obligation, a sacred bond that we trust will never be broken. Immediately upon receiving the Obligation, you became a member of the Order of the Arrow.

Allowat Sakima then asked Meteu to give you the Legend, which tells of the philosophical origins of our Order. In it, the Lenni Lenape nation lives peacefully until enemies threaten the tribe. Chief Chingachgook asks for someone to carry warning to the other villages. No one wishes to make the journey until his son, Uncas, accepts the challenge. Uncas carries the warning to their brother Delawares, in each place finding more like him willing to make a sacrifice for their fellow man. The enemies are forced back, and upon

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returning home, those who joined the effort in saving the Delawares ask Chingachgook to make the memory of their service lasting. He did so by creating the Brotherhood of Cheerful Service. You then heard Nutiket's explanation of the Ordeal. In it, he reveals why you were selected for the Order, led North, asked to test the bow, and then took upon yourself the challenges of the Ordeal. Upon completion of the explanation, you were presented with your Ordeal sash, as Allowat Sakima gave you the OA handclasp, and whispered the Admonition in your ear. It is a powerful reminder of what you must always strive to do as a Scout and brother in the OA. The ceremony was concluded by the fifteen candles being extinguished. Each serving as a reminder of a Scout's greatest duties: the Scout Oath and Law.

CHALLENGE 3

Serve your unit. Retain your registration in Scouting.

During a period of at least 10 months, strive to fulfill your Obligation by continuing and expanding your service to your own troop or team.

You, like all Arrowmen, must strive to continue and expand the service to your unit. As Allowat Sakima said in the Pre-Ordeal ceremony, "Friends, those who chose you need you."

Extending Brotherhood, Cheerfulness, and Service to the members of your unit is your primary responsibility. Any activities within the Order of the Arrow should come only after you've fulfilled your duty to your unit. This is why one of the requirements for Brotherhood is that you stay active in your unit for a period of at least 10 months following your induction into the OA. By staying involved, and being a positive example to the Scouts in your troop, you can make a difference in a big way.

CHALLENGE 4

Retain your registration in your Order of the Arrow lodge and keep your dues paid. Be aware that acceptance of Brotherhood membership involves a pledge of service to the lodge. Develop a concrete idea of how you plan to fulfill this pledge.

The Order of the Arrow provides many opportunities to serve. You are a unique individual with interests and skills different from anyone else, and there are several ways you can help your lodge. As you think about what role you would like to play in the OA in the future, imagine all the great things that you can become involved with: ceremonies, lodge or chapter leadership, ordeal administration, dancing, and many, many others.

Probably one of the best ways to find out what you can do is to ask one of your lodge or chapter leaders how you can help. The key is to find what is right for you and do it!

CHALLENGE 5

When you earnestly feel that you have met the four challenges above, write a letter to your lodge or chapter secretary (depending on who is administering the induction).

The points it needs to address

Writing the letter to your lodge secretary is a chance for you to reflect on some important aspects of the Order of the Arrow. It is intended to help you clearly think about the ideals of the OA, and how you've put them to use in your life – whether you ever realized it before, or not. You should think about the following things and convey them in your letter

- **Explain what you think the Obligation means** – This at first can be an intimidating request, but it's not as hard as you may think. First realize that you're being asked what you 'think', in other words, for your opinion. There is no single correct answer, so you shouldn't worry about being wrong.

What has proven helpful to many Arrowmen in your position is to have the Obligation right in front of them when fulfilling this requirement. Read a few lines at a time, and ponder what exactly it is you've obligated yourself to. Once you've written down your thoughts, you're done with this part of the letter.

- **Describe how you have been fulfilling this Obligation in your troop or team and in your daily life, and how you have used your understanding of the Ordeal to aid in this service** – Now that you know what the Obligation means to you, its time to ask yourself how you've been fulfilling it in your daily interactions with Scouts and non-Scouts alike. Also, how has the Ordeal experience helped you fulfill the Obligation? Remember that the Ordeal's aim was to teach you the importance of brotherhood, cheerfulness, and service. One question you might ask yourself is 'what did the challenges of the Ordeal teach, that has helped me to better serve my unit?'

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- **A description of your specific plans for giving service in the lodge program** – When you were inducted into the OA, the only commitment you made was to return in service to your unit. Now that you've chosen to become a Brotherhood member, it is time to make a commitment to the Order of the Arrow. Your plan for service doesn't have to be anything overwhelming, in fact it's not expected to be.
If you don't already know where your help is needed, ask the youth leaders of your lodge or chapter where they could use your help.

Putting it all together

You now know what it is you need to say. The next step is deciding how to say it. When typing or writing out the letter, it might be helpful to address the points as they appear above, or in your OA Handbook. There is no need to go beyond the points that you've been asked to address, and there is no minimum length to your letter. However, a thoughtful letter will likely take up at least half a page. If you're still not sure what's expected, here is the sample framework of a letter an Arrowman wrote to his lodge secretary on his way to Brotherhood.

DO NOT USE THIS EXACT ONE!!

Dear Lodge Secretary,

In my efforts to become a Brotherhood member in the Order of the Arrow, I'd like to tell you what our Obligation means to me. I believe that [insert what the Obligation means to you].

Since I completed the Ordeal, I have worked to fulfill the Obligation by [insert what you've done to fulfill the Obligation].

I gained an understanding of [insert an ideal that the Ordeal helped you understand better] at the Ordeal that has helped me in my daily life by [insert how it has helped you]. In addition, I have been able to serve my troop by [insert how you have served your unit].

I look forward to sealing my membership in the Order of the Arrow by becoming a Brotherhood member. As a Brotherhood member of [insert lodge name] I plan to serve the OA program by [insert how you plan to serve].

Yours in Brotherhood,

[Insert your name here]

The Legend

Years ago, in the dim ages, in the valley of the Delaware, lived a peaceful tribe of Indians- Lenni Lenape their name was. Deer and bear, wildcat and panther, through the forest oft they hunted. On the bosom of the river peacefully they fished and paddled. Round their busy village wigwams still the chase they nimbly followed.

In this state of bliss so happy many moons they lived contented. Springtime blossomed into summer, summer into autumn ripened, autumn died on winter's bosom; thus the seasons in succession never ending seemed to pass on. But, behold a cloud arising changed how soon this peaceful aspect, neighboring tribes, and distant enemies, suddenly disturbed their hunting. Then Chingachgook, aged chieftain of the tribe, made quick inquiry; "Who will go and carry warning of this dire and dreadful danger to all Delawares, our brothers?" But none wished to make the journey.

Then spoke up the noble Uncas, worthy son of the old Chieftain, "O my father, I am ready; send me on this gracious errand. If we would remain a nation, we must stand by one another. Let us both urge on our kindred, firm devotion to our brethren and our cause. Ourselves forgetting, let us catch the higher vision. Let us find the greater beauty in the life of cheerful service."

Off upon the trail they started, Old Chingachgook and young Uncas; and in every tribal village some were found who were quite willing to spend themselves in other's service.

When at last the fierce marauders were forced back to their own country and peace was declared between them, they who first themselves had offered for the service of their Brethren. To the places most respected by the Chieftain were promoted; for, said he, **who serves his fellows is, of all his fellows, greatest!**

As a seed dropped by the sower on good soil bears quick fulfillment; so this saying of their Chieftain in their hearts found glad acceptance. And they asked that in some manner he should make its memory lasting. So together fast and firmly Chief Chingachgook bound these warriors in a great and honored Order, into which can be admitted, Only those who their own interests can forget in serving others. And so firm must be their purpose so to live, that their companions taking note of their devotion, shall propose them to the Order. We, therefore, to them succeeding to the present day perpetuate the names and token of this BROTHERHOOD OF CHEERFUL SERVICE.

Called by Delawares: **Wimachtendienk, Wingolauchsik, Witahemui.**

Appendix 5 Order of the Arrow Unit of Excellence

Background & Purpose of the Award

As the primary platform where the Scouting program is delivered to youth, the unit is the most vital and important level of the BSA for the Order to support.

The **Order of the Arrow Unit of Excellence Award** seeks to identify those units, & the leaders within them, who excel at incorporating the OA into their annual planning. This award is intended to provide a tool for lodges to recognize, incentivize, & operationalize unit-level participation in OA programs.

The **OA Unit of Excellence Award** criteria recognize units that invite the lodge to conduct quality unit elections, participate in lodge events and meetings, and operate a complete OA Troop Representative program. Our hope is that units that complete these criteria will benefit from the support programs that the Order of the Arrow has implemented to strengthen unit-delivered program. This recognition program, along with other tools for unit support, should be distributed and promoted to Scoutmaster, OA Troop Representatives and Advisers, and chapter election teams to include in communication to units.

Award Requirements

Units must complete all of the requirements listed below in order to be eligible as an OA Unit of Excellence. If all requirements are completed, the unit receives a ribbon for their troop/team flag, per annum. In addition to the ribbon, the award system has built in recognitions for the key players in each unit responsible for creating a strong OA culture in the unit. These awards are available for the following three positions:

1) Scoutmaster , 2) Troop Representative , 3) Troop Representative Advisor

Order of the Arrow Unit of Excellence Award:

1. **Leadership:** *Implement the Troop OA Representative and Troop OA Representative Adviser programs in your unit.*
 - a) Every six months, ensure that the senior patrol leader appoints or reappoints one Scout to serve as Troop OA Representative and the Scoutmaster appoints one adult to serve as Troop OA Representative Adviser.
 - b) Feature an annual presentation at a Court of Honor by the Troop OA Representative on the Order of the Arrow with a focus on the accomplishments of unit members.
2. **Participation:** *Promote lodge events and provide transportation to all Arrowmen wishing to participate.* Unit must have at least 50% of unit OA members attend at least one lodge event in addition to their Ordeal.
3. **Elections:** *Schedule a unit election with the election team annually.* Hold an election and have 100% of elected Scouts complete their Ordeal.
4. **Planning:** *Maintain an active planning process that prevents overlap between lodge and chapter events with unit events.* Review the local OA calendar with the Patrol Leader's Council during annual troop program planning & schedule unit events so that 100% of troop programs do not overlap with any full-lodge events.
5. **Conversion:** *Demonstrate the depth of your unit's OA program through Brotherhood conversion.* Unit must have at least 30% of eligible troop members seal their membership in the Order by converting to Brotherhood.

Order of the Arrow Scoutmaster of Excellence: Lead your unit in earning the OA Unit of Excellence Award three times during your tenure as Scoutmaster.

Order of the Arrow Troop Representative of Excellence: Lead your unit in earning the OA Unit of Excellence Award during your tenure as a Troop Rep. (six months of service minimum).

Order of the Arrow Troop Representative Adviser of Excellence: Advise at least two Troop Representatives towards earning the OA Unit of Excellence Award during your tenure as Troop Representative Adviser.



Order of the Arrow Unit of Excellence Award Checklist

The Order of the Arrow Unit of Excellence Award is an annual award that seeks to identify those units, and the leaders within them, who excel at incorporating the OA into their annual planning. This award is intended to provide a tool for lodges to recognize, incentivize, and operationalize unit-level participation in Order of the Arrow programs.

- Leadership: Implement the Troop/Team OA Representative and Troop/Team OA Representative Adviser (Assistant Scoutmaster or Assistant Coach Designee) programs in your unit.
- Every six months, ensure that the senior patrol leader (Troop) or Team Captain (Team) appoints or reappoints one Scout or Team Member to serve as Troop/Team OA Representative and the Scoutmaster/Coach appoints one adult to serve as Troop/Team OA Representative Adviser.
- Feature an annual presentation at a Court of Honor by the Troop/Team OA Representative on the Order of the Arrow with a focus on the accomplishments of unit members.
- Participation: Promote lodge events and provide transportation to all Arrowmen wishing to participate. At least 50% of unit OA members attend at least one lodge event in addition to their Ordeal.
- Elections: Schedule a unit election with the chapter election team annually. Hold an election and have 100% of elected Scouts or Team Members complete their Ordeal.
- Planning: Maintain an active planning process that prevents overlap between lodge and chapter events with unit events. Review the local OA calendar with the Patrol Leader's Council or Team Leadership during annual troop/team program planning and schedule unit events so that 100% of troop/team programs do not overlap with any full-lodge events.
- Conversion: Demonstrate the depth of your unit's OA program through Brotherhood conversion. At least 30% of eligible troop/team members seal their membership in the Order by converting to Brotherhood.

Unit: _____

Certified by:

	(Scoutmaster/Coach)		(date)
	(Troop/Team Representative)		(date)

Submit this form before December 31 to your Lodge Staff Adviser for processing.

Lodge Staff Advisers can order the award using this form:
<http://www.oa-bsa.org/uploads/resources/forms/unitexcellence-lodge-ribbon.pdf>

Notes: