

Lodge Officers and Committees

LODGE OFFICE	YOUTH OFFICER	ADULT ADVISER	ADVISER DESCRIPTION
Chief	Andrew Winterrowd	Dr. Tim Jenkins	Advises the Lodge Chief on their duties and responsibilities. Is a member of the Lodge Key 3 and a Council Board member. Assists other adult advisers on their roles and provides support as needed. Acts in the absence of any lodge adviser vacancy.
VC/Program	Caleb Thurber	Dave Campbell	Advises the VC of Program on their duties and responsibilities. Assists committee advisers on their roles and provides support as needed. Acts in the absence of any committee adviser vacancy.
VC/Membership	Luke Lamb	Jim Stout	Advises the VC of Membership on their duties and responsibilities. Assists committee advisers on their roles and provides support as needed. Acts in the absence of any committee adviser vacancy.
VC/Inductions	James Herman	Tammy Campbell	Advises the VC of Inductions on their duties and responsibilities. Assists committee advisers on their roles and provides support as needed. Acts in the absence of any committee adviser vacancy.
VC/Comm-Finance	Owen Purinton		Advises the VC of Comm-Finance on their duties and responsibilities. Assists committee advisers on their roles and provides support as needed. Acts in the absence of any committee adviser vacancy.
Lodge Associate Adviser			Serves in the absence of the Lodge Adviser and prepares to be Lodge Adviser in 1-3 years. Must have Council Board Approval
Staff Adviser		John Gliot	Is a member of the Lodge Key 3 and provides support to the Lodge Adviser and Lodge Chief on all matters of lodge operation. Is the liaison between the Supreme Chief of the Fire and council professional staff and the Lodge. Attends all LEC meetings, annual planning meeting and supports recharter activities each. Other duties as assigned by the Supreme Chief of the Fire.

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COMMITTEE	YOUTH CHAIR	ADULT ADVISER	COMMITTEE DESCRIPTION
Activities			Suggest a yearly schedule of activities for the lodge, gets lodge approval, and then makes plans to complete the activities. The activities will include those needed during Fellowship and Fall Fun weekends and Winter Banquet. May include one or two more activities during the year as needed per lodge committee approval to keep lodge members active.
Service	Alex Gliot	Joe Renner	Suggest a yearly schedule of service projects, gets lodge approval, then makes plans to get the service projects completed. This includes overseeing projects at all Fellowship weekends. May also include another project or two throughout the year as needed per lodge committee approval. Coordinates all lodge service projects to include all promotions to lodge members and logistics of the project. Reassigns work clans as needed during Ordeals and Fellowship weekends.
Training			Conducts periodic surveys to the membership of training topic needs. Presents and/or enlist presenters for those training needs for LLD or any other training inservices needed during the year
NAA	Luke Norden		Helps youth recognize their talents and capabilities of Native American Heritage and traditions of song, drum, and dance through the OA program and to their communities in which they live. Helps recruit members. Goes to NAA functions or events. Coordinates and helps perform at lodge events upon request.

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<p>OA Commissary/ Kitchen Crew</p>		<p>Steve Corbin</p>	<p>In charge of camp kitchen during all fellowships events designated by the lodge. Prior to each event, contacts the scout office for registration numbers in order to buy enough food for that event. Gets credit card from scout office to buy food for this event. Prepares and cooks food for each meal provided. Enlist enough staff help to cook and serve food during meals times.</p>
<p>Membership/Dues/ LodgeMaster</p>			<p>Keeps Lodgemaster up to date constantly. Checks on inactive members and maintains membership records, sends out letters each year to identify active members and checks address changes, and sends notices to members to sign up for the member portal.</p>
<p>Unit Visits/Elections/ Camp Promo</p>			<p>Sends out information to the unit leaders regarding camp promotion and OA election procedures, organizes and trains election teams, schedules visits of election teams to units, and records the results of any elections. Ensures that unit camp promotion and OA elections occur in each unit in the council. Ensures that election results are submitted to the council office in a timely manner.</p>
<p>OA Camp Coordinator</p>	<p>(Hired each summer by Camp Leadership Team with recommendation of Lodge Key 3)</p>	<p>Camp Program Director</p>	<p>Works on the staff of summer camp at Anthony Wayne Scout Reservation's Camp Chief Little Turtle as a director of the OA program. This program will provide contact with unit leaders and scouts at camp to talk about the OA Lodge and program at camp to include possible service projects, call out and rededication ceremonies and Brotherhood conversion process. Summer Camp Chief is recommended by the Key 3 and approved for hire by the Camp Director.</p>

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<p>Inductions - Ordeal to Brotherhood Process</p>		<p>Dave Putt</p>	<p>Plans and administers Ordeal - recruits and trains Ordeal Master and Elangomats, and conducts new member orientation. Supervises the Ordeal Master at Spring and Fall Fellowships. Oversees all aspects of Brotherhood Induction. This includes getting new Ordeals to Brotherhood conversions within the year and sends letters to Ordeal members eligible for Brotherhood membership. Administers the Brotherhood walk at each Fellowship weekend. Coordinates with the Ceremony Chairman prior to the walk and ceremony. Oversees Brotherhood Induction at summer camp for each camp session with the OA Summer Camp Coordinator.</p>
<p>Ceremonies</p>		<p>Aaron Ware</p>	<p>Recruits and trains Pre-Ordeal, Ordeal, and Brotherhood ceremony teams. Instructs members on appropriate ceremonial clothing, keeps ceremony grounds in good condition, and conducts lodge and scout unit ceremonies when requested. Runs practices to prepare ceremonies. Coordinates all Ordeal and Brotherhood induction ceremonies of the Lodge.</p>
<p>Vigil Nominations and Inductions</p>	<p>Marcus Smith</p>	<p>Craig Keller</p>	<p>Sends out letters to the membership requesting nominations for the vigil honor. Recruits the selections committee. Coordinates and conducts the Vigil selection process. Over sees the vigil weekend and presents vigil certificates at the Vigil Breakfast. Will introduce the new Vigils at the next Winter Banquet.</p>

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Communications	Megan Harris	Dr. Tim Jenkins	Prepares lodge newsletters, develops and maintains lodge websites, organizes and operates the network of OA troop/team representatives to keep units informed, and promotes participation in OA events and activities. Develop a list of articles for the Bear Facts newsletter. Submit the Bear Facts newsletter to the council office for electronic distribution and minimal printing.
Finance/Lodge Store	Ben Decker	Dr. Tim Jenkins	Maintains the financial health status of the lodge. Develops an annual budget and potential money earning projects for submission to the lodge executive committee. Works with the membership committee concerning dues collections. Reviews the monthly expenses with the Key 3 team. Develop, maintain, and inventory the OA merchandise for the trading post and handles the operation of the Lodge Store at all OA Lodge events.