



Tutelo Lodge #161

Serving the Blue Ridge Mountains Council

Strong Committee Form

Background

The Strong Committee Award was introduced in 2012 to promote achievement within individual committees. Since then, criteria have been used to select such committees as Vigil Selections, Service, Elangomats, and Inductions for their service to Tutelo Lodge. However, the selection process, as it was criteria-based, emphasized the ability of the committee chairman to present and advertise their work as a product of sorts, with the award going to the committee with the best marketing. Though the work of the aforementioned committees was, without a doubt, valuable and imperative to successful Lodge operation, a new system will be used to encourage committee achievement and development in 2017, as well as a less chair-centric view of the committee system. This system will include a more abstract set of criteria, goal-centric committee progress-tracking, and a selection panel.

Throughout the year, please consider the Vice Chief of Committees to be a resource designed to aid each committee in every way possible. Do not hesitate to request assistance from the Vice Chief of Committees at the email address listed below.

Strong Committee Criteria

Pending the submission of the below application to the Vice Chief of Committees by the November Lodge Meeting, selection for the Strong Committee Awards for 2017 will be performed by a selection panel, based off of the following:

Attendance-Committees must be represented, at minimum, at 75% of Lodge events, including meetings, functions, and conference calls; if the chair is unable to represent his committee, he may send an alternate in his stead if he notifies the Vice Chief of Committees at least 24 hours in advance.

Communication-Committees must submit an informative report on their actions and plans at every Lodge Meeting to the Lodge Secretary that is signed by both the Committee Chair and its Adviser; it is recommended that a chair and adviser discuss (and potentially draft) a report over email prior to all Lodge meetings (copy the Vice Chief of Committees on all such communications). All committee chairs actively initiate contact with the Adviser, committee members, and Vice Chief of Committees regularly.

Publicity-Committees must submit an article to the *Torchbearer* upon request from the Communications Committee. Promote your committee to the Lodge Membership and Chapters via social media, visits, emails, flyers, and other such routes (inform the Vice Chief of Committees of any such promotional campaigns; these are a great way to distinguish your committee for a superior performance). Creativity in the outreach of your committee is strongly encouraged.



Tutelo Lodge #161
Order of the Arrow
Serving the Blue Ridge Mountains Council

2131 Valley View Boulevard
NW, Roanoke, VA 24012
434-851-8402



Tutelo Lodge #161

Serving the Blue Ridge Mountains Council

Transitions-A committee must be composed of more than just a chair and an adviser; the chair must maintain a roster of all committee members and share it with the Vice Chief of Committees whenever it changes; it is recommended that a vice chair be selected before the March Lodge Meeting. Also, committee goals and budget request forms must be finalized, formalized, and sent to the Vice Chief of Committees by the February Lodge Meeting. Finally, all documents, records, and works should be passed on to the 2018 Committee Chair to enable the next generation of Executive Committee Members to start strong, as well as to the Vice Chief of Committees. It is recommended that each committee produce a list of helpful advice and submit it to both the 2017 Vice Chief of Committees and the 2018 Committee Chair.

Goal-Setting-No committee can be successful without a strong, clear vision towards which it is working. While work ethic and time management are of paramount importance to a committee chair, they are meaningless without a higher purpose. In conjunction with your adviser, committee members, and the Vice Chief of Committees, formulate goals in January and create a plan to work towards them throughout the year. At the Spring or Summer Ordeal, each committee will review its progress and evaluate its direction for the second half of the year with the Vice Chief of Committees.

Strongest Committee Criteria

In addition to the above requirements, contenders for the Strongest Committee Award must also submit a paper to the Vice Chief of Committees detailing, throughout the year, their actions and impacts on the Lodge membership. The selection panel will review each committee and select the one that has performed the greatest service to the Lodge to receive the Strongest Committee Award in 2017.

Progressions towards goals is the factor upon which the most focus will be placed. Committee chairs are reminded that this is their year; they are free to manage the committee as they see fit to most benefit the Lodge and its members. Be original, be creative, and do not fear failure. Innovation is the surest pathway to success, and not one member of this Brotherhood will fault you or your committee for having ambitions that were too great, for setting out upon a path that was too lofty. You will experience failure and it is important that you embrace it; do not fail and forget. Fail big, learn, adapt, and move on. Through this, the Lodge will surely flourish.

With eyes to the sky,

Tom Baker

tmbaker218@gmail.com

Tutelo Lodge #161

2017 Vice Chief of Committees



Tutelo Lodge #161

Order of the Arrow

Serving the Blue Ridge Mountains Council

2131 Valley View Boulevard

NW, Roanoke, VA 24012

434-851-8402



Tutelo Lodge #161

Serving the Blue Ridge Mountains Council

2017 Strong Committee Application

Committee Name: _____

Date: _____

1. The Committee was represented at more than 75% of Lodge events
2. A report was submitted at every Lodge Meeting, approved by both the Committee Chair and Adviser, to the Lodge Secretary
3. The Committee members remained in contact throughout the year to best promote efficient committee operation
4. All *Torchbearer* articles were submitted upon request to the Communications Committee
5. Committee activities were promoted to the Lodge membership
6. Committee goals and a budget request form were submitted by the February Lodge Meeting to the Vice Chief of Committees
7. A Committee roster was maintained
8. All documents and records, as well as a list of recommended practices, lessons, and learning experiences from 2017 were passed on to the 2018 Committee Chair and the Vice Chief of Committees
9. Goals were evaluated halfway through the year and were pursued diligently throughout the year

I, the undersigned, certify that all of the above statements are true, in regards to the above-specified Committee:

Committee Chair: _____ Date: _____

Committee Adviser: _____ Date: _____



Tutelo Lodge #161
 Order of the Arrow
 Serving the Blue Ridge Mountains Council

2131 Valley View Boulevard
 NW, Roanoke, VA 24012
 434-851-8402