



# OA ELECTION FORMS

( YOUTH AND ADULT )

## INSTRUCTIONS:

The enclosed forms are designed to be reproduced by lodges and distributed for use at unit elections conducted by lodge elections teams.



# GUIDE TO THE OA Unit Election

So, you've been tasked with administering a Boy Scout unit's Order of the Arrow election. This is no easy task; you will be the first interaction many members of this unit have with the Order of the Arrow, but don't fret! Those who elected you believe in you, and helping others take their first step is a rewarding experience.

## Preparation

- **Take at least one other youth Arrowman with you**, and an adult adviser, if possible.
- **Obtain a list of eligible candidates** from the unit committee chair or unit leader prior to the unit election.
- **Prepare the OA Unit Election Presentation powerpoint**, and come ready to conduct the election with or without the powerpoint.
- **Come with a supply of writing utensils and ballots.**
- **Bring plenty of adult applications**, so that the unit committee chair and unit leader may nominate other adults in the unit.
- **Bring plenty of OA brochures**, ready to distribute to the youth and adults present.

## Before the Presentation

- **Speak to the unit leader** or committee chair.
  - Make sure they know the process for electing youth, and approve of all the candidates.
  - If the adult adviser is not present, walk them through how the adult nominating process works, otherwise ask the adult adviser to do this.
- **Introduce yourself to the Senior Patrol Leader or Varsity Team Captain**, and ask them if they have any questions about the process.

## Presentation - Tips & Tricks

- **Start by introducing the Order of the Arrow** and distributing the brochures.
  - Remember that for many of these Scouts and Scouters, this is the first time they're hearing about the OA.
- **Utilize the powerpoint if possible**, but be rehearsed enough to proceed without it.
- **Reiterate prior to the election** that voters should consider candidates that best exemplify the Scout Oath and Law in their daily lives. This is NOT a popularity contest!
- **Reiterate that voters can vote for as many or as few candidates as they'd like**, there is no limit!

## After the Election

- **Tally the ballots in private**, and announce the results per the instructions given by the unit leader. In most cases, they will want you to keep the results secret until the callout ceremony, but units are allowed to know the results immediately after the election.
- **Dispose of the ballots off-site**, especially if the unit leader has asked you to keep them private.
- **Fill out the youth applications** and turn them into the proper person ASAP.



BOY SCOUTS OF AMERICA®

ORDER OF THE ARROW

#ChooseOA



# Japeechen Lodge 341

## Adult Nomination Form

Date of Unit Election: \_\_\_\_/\_\_\_\_/\_\_\_\_

The following adult [Age: 21 and over] is nominated for membership in the Japeechen Lodge, Order of the Arrow:

Name: _____	District: _____	Unit: _____
Address: _____	E-mail Address: _____	
City: _____ State: _____	Tenure (years): _____	Current Position: _____
Zip: _____ Phone: (____) _____ - _____	Number of Nights Camping (Last Two Years): _____	
Date of Birth: ____/____/____ Age: ____	Number of Long-Term Camps (Last Two Years): _____	

Positions Held (including years): \_\_\_\_\_

Awards Received: \_\_\_\_\_

Scouter Training: \_\_\_\_\_

Other Activities and Roles: \_\_\_\_\_

*Each year, upon holding a troop or team election for youth candidates which results in at least one youth candidate being elected, the unit committee may recommend one adult to the lodge adult selection committee. Troops or teams having more than 50 registered active youth members may nominate an additional adult for every 50 registered active youth, or fraction thereof. The following conditions are the basis for candidate selection and MUST be fulfilled to be considered. Make a brief statement regarding the individual for each item.*

1. Selection of the adult is based upon ability to perform the necessary functions to help the Order fulfill its purpose, and not for recognition of service, including current or prior achievement and position. The individual's abilities include:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. This adult will be an asset to the Order because of demonstrated abilities that fulfill the purpose of the Order, in the following manner:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. The camping requirements that apply for youth candidates apply to adult candidates and must have been fulfilled within the most recent two years prior to recommendation for membership. The requirement, which is a minimum of fifteen days and nights of camping, which must include six days and five nights of resident camping approved and under the auspices and standards of the Boy Scouts of America, was fulfilled as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. This adult leader's membership will provide a positive role model for the growth and development of the youth members of the lodge because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Nominator: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Position (SM or CC): \_\_\_\_\_ District: \_\_\_\_\_

**Mail Completed Form To:**

*All adult nominations must be submitted by April 15<sup>th</sup> of each year. The nominator will be notified by post card as to the action taken on this nomination. The individual nominated on this form can not be called out until the Lodge approves the nomination.*





## Elected Candidates Data

Name: \_\_\_\_\_ Troop/Crew # \_\_\_\_\_  
**BSA Scout ID #** \_\_\_\_\_ Date of Birth: (mm/dd/yyyy) \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Address : City: \_\_\_\_\_  
Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_  
Home Phone No.: ( \_\_\_\_ ) \_\_\_\_\_ Cell Phone No.: ( \_\_\_\_ ) \_\_\_\_\_

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Name: \_\_\_\_\_ Troop/Crew # \_\_\_\_\_  
**BSA Scout ID #** \_\_\_\_\_ Date of Birth: (mm/dd/yyyy) \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Address : City: \_\_\_\_\_  
Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_  
Home Phone No.: ( \_\_\_\_ ) \_\_\_\_\_ Cell Phone No.: ( \_\_\_\_ ) \_\_\_\_\_

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Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_  
Home Phone No.: ( \_\_\_\_ ) \_\_\_\_\_ Cell Phone No.: ( \_\_\_\_ ) \_\_\_\_\_

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