

## Quartermaster/Adventurous Activities

*In order to run an adventurous program we need to make sure that our gear is looked after, and repaired, or replaced as required. It is important to know who has borrowed what gear - and ensure that it is returned soon after the event in good condition.*

### Roles and Responsibilities

	All equipment stored in "patrol boxes" with safety in mind for the convenience of transportation.
	Boxes should contain lists of gear stored in them.
	All gear should be accounted for in the Unit Council report. A yearly gear list must be provided to Group Committee by the end of February each year.
	Requests for the acquisition of more gear (as appropriate) should be presented to Unit Council.
	A current inventory of Unit equipment needs to be maintained. This should include date of purchase, cost of purchase and/or replacement cost, items donated, and any shared items.
	A record of members who borrow and return equipment must be kept by the Quartermaster.
	Develop a borrowing policy via Unit Council as required and ensure a copy of this is available on the website.
	Arrange for repair of Unit equipment as required.
	Arrange for the labelling of Unit equipment items. The system implemented should make it easy to identify Venturer Unit equipment as distinct from Group or Scout gear.
	Arrange a Venturer Working Bee to sort and maintain gear as required.
	The Uniform Shop has an adequate supply of new shirts and berets. Approach resigned Venturer Scouts and request donations of unwanted shirts for a second hand clothing pool.
	Documentation should be maintained as to how uniform is paid for.
	There should be at least one Unit hike scheduled for each term (for the acquisition of Venturer Skills).
	100% of the Unit are booked on Venturer specific courses over the next 12 months. There are the same number of courses booked as there are members.
	At least 5 Unit members should be working to attain a higher level activities qualification than they previously had.
	Send in a written report to Unit Council and apologies submitted beforehand if you are unable to attend the meeting.
	Ensure that you are a good role model for the Unit.