



# Yankee Clipper Council, Boy Scouts of America Merit Badge Counselor Information

(Please type or print legibly.)

**Please send all documents to:**  
Yankee Clipper Council BSA  
36 Amesbury RD  
Haverhill, MA 01830

Name\* \_\_\_\_\_ BSA ID \_\_\_\_\_

Address\* \_\_\_\_\_ Primary phone\* \_\_\_\_\_  Home  Cell  Work

City/state/zip\* \_\_\_\_\_ Other phone \_\_\_\_\_  Home  Cell  Work

Email address\* \_\_\_\_\_  I do not have email. Age \_\_\_\_\_

District \_\_\_\_\_ Unit:  Troop  Team  Crew  Ship No. \_\_\_\_\_

I am not affiliated with a district.  I am not affiliated with a unit.

**\*required field. Primary phone and email address indicate how Scouts should contact you.**

**To qualify as a merit badge counselor, you must**

- Be at least 18 years old and of good character.
- Be registered with the Boy Scouts of America (position code 42).
- Complete Youth Protection training.
- Complete Merit Badge Counselor Training.
- Be recognized as having the skills and education in the merit badge subjects covered and hold any required qualifications and training as outlined in the *Guide to Safe Scouting* or the *Guide to Advancement*—or use others so qualified.
- Be able to work with Scout-age boys.

**As a merit badge counselor, I agree to**

- Follow the requirements of the merit badge, making no deletions or additions, ensuring that the advancement standards are fair and uniform for all Scouts.
- Have a Scout accompanied by his buddy during all instructional sessions.
- Keep my Youth Protection training current.
- Renew my registration annually if I plan to continue as a merit badge counselor.

Merit Badges <i>For more than eight merit badges, attach additional sheets.</i>	Approved Y/N	for each merit badge, list qualification(s) that support your request. <i>Qualifications could include college degrees, formal training certificates, positions held, and specific life experiences.</i>
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

**Complete the following:**

- This is a new application (**first time** to register as a merit badge counselor or **reinstating** a dropped merit badge counselor registration). Attach this form to the **BSA Adult Application**, indicating position code 42.
- Attach a YCC CORI acknowledgement form and copy of ID.
- This is an update to an existing list of merit badge subjects.
- I have reviewed page 2 and have **attached the necessary certifications as indicated on page 2.**

Youth Protection training date \_\_\_\_\_  
*(Attach copy of the current certificate.) Adults who do not have current (within the past two years) Youth Protection training will not be reregistered.*

Merit Badge Counselor training date \_\_\_\_\_  
*(Attach copy of the certificate. - required training)*

I **only** plan to serve as a merit badge counselor for the following event: \_\_\_\_\_

**For office use:**  
Received: \_\_\_\_\_  
Entered: \_\_\_\_\_  
Letter sent: \_\_\_\_\_  
Doubleknot: \_\_\_\_\_

**Council or District Approval:**  
Name (print) \_\_\_\_\_  
Position \_\_\_\_\_  
Date \_\_\_\_\_

**Signature\*** \_\_\_\_\_ **Date** \_\_\_\_\_

## General Supervision Requirements

- Swimming and watercraft activities must be conducted in accordance with BSA Safe Swim Defense or BSA Safety Afloat, respectively, and be supervised by mature and conscientious adults at least 21 years old and trained in the program applicable. Counselors for merit badges involving swimming or the use of watercraft must be so trained, or use others who are.
- CPR instruction, wherever it is required, must be taught by instructors currently trained by a nationally certified provider. Several such providers are mentioned in the [Guide to Safe Scouting](#).
- The following merit badges have special qualifications or certifications for either the merit badge counselor or the supervisor of certain activities that may be involved. Please include copies of current required certifications etc.**
- Archery.** Archery Activities must be supervised by a BSA National Camping School-trained shooting sports director or USA Archery or National Field Archery Association instructor or by someone who has been trained by one of the three; or alternatively, the activities may be supervised by someone with at least a Level 1 training in the operation of an archery range from USA Archery, NFAA, or an equivalent  
**Required attached certifications:**  **Archery Instructor certification**
- Canoeing.** Canoeing merit badge counselors must have either BSA Aquatics Instructor or Canoeing Instructor certification from the American Canoe Association, American Red Cross, or equivalent; OR local councils may approve individuals previously certified as such, or trained by an instructor so qualified.  
**Required attached certifications:**  **Instructor certification**  **Safety Afloat Training**  **Safe Swim Defense**
- Climbing.** All climbing, belaying, and rappelling exercises and activities must be supervised by a qualified rock climbing instructor who is a mature and conscientious adult at least 21 years old, and who is trained in BSA Climb On Safely and understands the risks inherent to these activities. Training as BSA climbing director or instructor is highly recommended. Someone with certification in First Aid/CPR/AED from the American Red Cross (or equivalent) must be present at these activities.  
**Required attached certifications:**  **Instructor certification**  **Climb on Safely Training**
- Kayaking.** Kayaking merit badge counselors must have either BSA Aquatics Instructor or Kayaking Instructor certification from the American Canoe Association, American Red Cross, or equivalent; OR local councils may approve individuals previously certified as such, or trained by an instructor so qualified.  
**Required attached certifications:**  **Instructor certification**  **Safety Afloat Training**  **Safe Swim Defense**
- Lifesaving.** Demonstrations or activities in or on the water must be supervised by an adult at least 21 years old with certification in Red Cross First Aid/CPR/AED or equivalent, and also as BSA Lifeguard or Aquatics Instructor or equivalent.  
**Required attached certifications:**  **Instructor certification**  **Red Cross First Aid/CPR/AED or equivalent**  
 **Safety Afloat Training**  **Safe Swim Defense**
- Rifle Shooting.** The merit badge counselor must take responsibility to assure that all instruction involving any handling of firearms or live ammunition must be supervised by a certified BSA National Camping School (NCS) shooting sports director, or National Rifle Association (NRA) Rifle Shooting Instructor or Coach. That involving muzzleloaders must be supervised by an NCS shooting sports director or NRA/National Muzzleloader Rifle Association (NMLRA)–certified muzzleloader firearms instructor. Shooting must be supervised by an NRA-certified Range Safety Officer (RSO). If instruction and shooting are to occur at the same time, both the RSO and qualified instructor must be present. The supervisor and instructor may not be the same person. Note that commercial shooting ranges may provide RSOs. See the [Guide to Safe Scouting](#) and the BSA [National Shooting Sports Manual, No. 30931](#), for further details on shooting sports.  
**Required attached certifications:**  **NCS or NRA Rifle Shooting Instructor or Coach Certification**
- Rowing.** Rowing merit badge counselors must have either BSA Aquatics Instructor certification or equivalent; OR local councils may approve individuals previously certified as such, or trained by an instructor so qualified.  
**Required attached certifications:**  **Instructor certification**  **Safety Afloat Training**  **Safe Swim Defense**
- Scuba Diving.** All phases of scuba instruction—classroom, pool, and open-water training—are limited to instructors trained and sanctioned by one of the following agencies: Professional Association of Diving Instructors, National Association of Underwater Instructors, Scuba Schools International, International Diving Educators Association, Professional Diving Instructors Corporation, or Scuba Diving International, or be a member of the World Recreational Scuba Training Council.  
**Required attached certifications:**  **Instructor certification**  **Safety Afloat Training**  **Safe Swim Defense**
- Shotgun Shooting.** The merit badge counselor must take responsibility to assure that all instruction involving any handling of firearms or live ammunition must be supervised by a certified NCS shooting sports director or NRA Shotgun Instructor or Coach. That involving muzzle-loading shotguns must be supervised by an NCS shooting sports director or NRA/NMLRA certified muzzle-loading shotgun instructor. Shooting must be supervised by an NRA-certified Range Safety Officer. If instruction and shooting are to occur at the same time, both the RSO and qualified instructor must be present. They may not be the same person. Note that commercial shooting ranges may provide RSOs. See the [Guide to Safe Scouting](#) and the [BSA National Shooting Sports Manual, No. 30931](#), for further details on shooting sports.  
**Required attached certifications:**  **NCS or NRA Shotgun Instructor or Coach Certification**
- Snow Sports.** Activities in the field must be supervised by a mature and conscientious adult 21 years or older who is committed to compliance with BSA Winter Sports Safety as defined in the [Guide to Safe Scouting](#).
- Swimming.** Demonstrations or activities in or on the water must be conducted according to BSA Safe Swim Defense and BSA Safety Afloat.  
**Required attached certifications:**  **Safety Afloat Training**  **Safe Swim Defense**
- Whitewater.** Whitewater merit badge counselors must be designated by the local council, and certified as whitewater canoeing or kayaking instructors by the American Canoe Association or have equivalent certification, training, or expertise.  
**Required attached certifications:**  **Instructor certification**  **Safety Afloat Training**  **Safe Swim Defense**
- All certifications listed above must be current.**

# Instructions for Merit Badge Counselors

## What's it All About?

The merit badge counselor is a key player in the Boy Scout advancement program. Whatever your area of expertise or interest—whether it is a special craft or hobby (basketry, leatherwork, coin collecting), a profession (veterinary medicine, aviation, engineering), or perhaps a life skill (cooking, personal management, communication)—as a merit badge counselor, you play a vital role in stirring a young man's curiosity about it. By serving as a counselor, you offer your time, knowledge, and other resources so Scouts have the opportunity to broaden their horizons. And in doing so, your mission is to combine fun with learning.

You are both teacher and mentor to the Scout as he learns by doing. By presenting opportunities for growth via engaging activities like designing a Web page (Computers), performing an ollie and a wheelie (Snow Sports), or fabricating rope (Pioneering), you may pique a young man's interest and inspire a Scout to develop a lifelong hobby, pursue a particular career, or become an independent, self-supporting adult.

## Learning to Be a Merit Badge Counselor

All merit badge counselors should seek training. It is important that they have a full understanding of their responsibilities and also of the recommended practices for quality counseling. The presentation "The Essentials of Merit Badge Counseling" has been designed for this purpose and covers the following topics:

A Scouting overview: mission, aims, and methods	Merit badge program role and
benefits	Merit badge counselor qualifications
The merit badge counseling process	How to become a counselor
Effective counseling	Merit badge requirements
	Group instruction and camp settings

The session can be downloaded and viewed from [www.scouting.org/BoyScouts/GuideforMeritBadgeCounselors/Resources/advancement\\_presentations.aspx](http://www.scouting.org/BoyScouts/GuideforMeritBadgeCounselors/Resources/advancement_presentations.aspx).

Another resource is the *Guide for Merit Badge Counseling*, No. 34532. This resource can be found online at [www.scouting.org/BoyScouts/GuideforMeritBadgeCounselors/MBCounselorGuide.aspx](http://www.scouting.org/BoyScouts/GuideforMeritBadgeCounselors/MBCounselorGuide.aspx).

## Processing this Application

Merit badge counselors *must* register as adult Scouters and be approved by the council advancement committee for each merit badge listed on this Merit Badge Counselor Information form. A merit badge counselor does not have to pay a registration fee, but must complete an Adult Application for position code 42, fill out this form, and complete BSA Youth Protection training and merit badge counselor training (classroom training offered by each District).

## Special Qualifications and guidelines for Merit Badge Counselors

A number of merit badges involve activities that are restricted or require certification or special training for those supervising these activities. See the *Guide to Advancement*, topic 7.0.1.1, "Qualifications of Counselors." Merit badge counselors may personally meet these required qualifications, or they may use others so qualified. Additionally, the BSA *Guide to Safe Scouting* has specific requirements and procedures for shooting sports and for aquatics, winter, and other activities. These policies apply to all BSA activities, including merit badge instruction. For other merit badges where specific BSA requirements do not exist, counselors should have sufficient depth of knowledge and experience to understand how to safely present the material.

## Instructions to Counselors

- The unit leader (Scoutmaster, Varsity Coach, crew Advisor, or Skipper) recommends and provides the name and contact information of at least one merit badge counselor to each Scout desiring to work on a merit badge. Before beginning to work with a youth, counselors should check the boy's merit badge application (blue card) to ensure it is signed by the unit leader.
- Every Scout must have a buddy with him at each meeting with a merit badge counselor. This buddy could be another Scout, a parent or guardian, a brother or sister, or a relative or friend. There is no one-on-one contact allowed with Scouts and counselors—the buddy requirement is mandatory.
- Counselors may not add to or delete any merit badge requirements. Group instruction is allowed where special facilities and expert personnel make this most practical, or when Scouts are dependent on a few counselors for assistance. However, any group experience must provide attention to every individual candidate's projects and progress, and assure each has actually and personally fulfilled *all* the requirements. If, for example, a requirement uses words like "show," "demonstrate," or "discuss," then every Scout must individually do so. It is unacceptable to award badges on the basis of Scouts sitting in classrooms and watching demonstrations or remaining silent during discussions.
- When a Scout begins working on a merit badge, the current-year *Boy Scout Requirements* book lists the official requirements in effect at that time. If requirements change after a Scout has started working on a merit badge, he may stay with the requirements in effect when he started unless the BSA's National Council places a specific timeline on the implementation of new requirements.

