**Station to Station Sign Up Night**
***Appalachian Trail District Edition*
Objective: to create a joining experience that is effective, efficient, and family-friendly.**

* The station-to-station sign up night model is designed to increase flexibility for Packs and families.
	+ Early arrivers do not have to wait, late arrivers do not miss anything
	+ Families with time restraints can sign up in 15-20 minutes
	+ Families with questions will have the opportunity to speak with leaders one-on-one
* At least 7 volunteers are needed to ensure an effective station-to-station sign up.
	+ 1-2 people greeting and helping to direct families
	+ 2-3 people at stations 1 & 2
	+ Den leaders at Station 3
	+ 1-2 people at Station 4
* In preparation for the sign up night, Packs can:
	+ Arrive at least one hour early to set up and greet early arrivers
	+ Supply a Pack calendar, contact list, and event fliers
	+ Have a completed Pack budget to effectively explain costs and cost alternatives
	+ Have a fun activity planned soon after the sign up night
* Welcome
* What is Cub Scouting?
* Hand out applications to everyone
* Pack info: What we do
* Examples of activities/fundraising
* When/where we meet
* Den Leaders help new Scouts fill out applications
* Answer questions, talk with parents, give them a chance to get to know their new Den Leader
* Excellent opportunity to recruit parents; get them to fill out applications as well!
* Turn in applications
* Pay dues/registration
* Flyer for upcoming activity/meeting

**Station 1: Welcome!**

Goals

* Greet every family who attends and have them sign a Den Roster
* Give families an information packet and applications
* Very briefly explain the station-to-station process and direct them to Station 2

Supplies

* Applications
* Orientation packet (basic Cub Scouts info, leader contact info, Pack calendar, flyers)
* Station sign
* Den Rosters
* Pens

**Station 2: What We Do, How We Do It**

Goals

* Explain regular activity schedule and that attendance is encouraged but not mandatory
* Describe examples of past activities, show pictures, talk about upcoming events
* Explain BSA registration costs, Pack dues, uniform and costs, and Boy’s Life
* Explain cost alternatives (registration, camperships, books/uniforms) and fundraising activities
	+ Create the expectation that a Scout helps to earn his own way by supporting Pack fundraising

Supplies

* Station sign
* Pictures and flyers of past activities—show the Pack having fun, Scouts and families together, doing fundraising activities.
* Registration assistance forms
* Popcorn Sales Guide

**Station 3: Fill Out Applications**

Goals

* Den Leaders direct families to complete applications and ensure they are filled out properly
* Welcome new families into Scouting, answer questions
* Discuss leadership opportunities for parents

Supplies

* Extra pens and applications
* Station sign

**Station 4: Sign Up**

Goals

* Collect payment
* Remind new Scouts about the next meeting, give them a separate flyer to remind them

Supplies

* Station sign
* Flyer for next meeting/activity
* New Scout incentive
	+ Lego set, Pack-provided items (optional)
* Calculator
* Change
* Card Reader
* Receipt Book