

Cubmaster and Assistant Cubmaster

The Cubmaster is the pack's program leader. It is the only role in the pack that works across every den, every Scout, and every pack meeting. Where Den Leaders work within a single den, and the committee works behind the scenes, the Cubmaster works across the whole pack, connecting its parts into something that feels like a program.

What the Cubmaster actually does

The Cubmaster is responsible for the pack's program: planning and leading monthly pack meetings, supporting Den Leaders as they run their dens, and working with the committee chair to plan the program year. That planning process sets the calendar, aligns the budget, and gives Den Leaders what they need to plan their dens around pack events. A pack without a program plan reacts to every month rather than building toward something.

Pack meetings are the most visible part of the role. The Cubmaster plans the agenda, leads ceremonies, recognizes Scouts for their advancement, and sets the energy for the room. A good pack meeting feels purposeful, and the Cubmaster is the reason.

Scouting America describes the Cubmaster as a recruiter, supervisor, director, planner, and motivator of other leaders. In practice, that means staying in regular contact with Den Leaders, making sure they have what they need, and serving as the connective tissue between dens and the pack as a whole. Den Leaders run their dens independently. The Cubmaster supports them, not the other way around.

Practically, that means knowing when each den meets, confirming ahead of pack meetings who is presenting what, and making sure advancement is being tracked so recognition can happen at the right time.

The Cubmaster and the pack committee

The pack committee chair is the top volunteer in the pack, responsible for ensuring qualified adults are in place and that the pack's administrative functions run. The Cubmaster's lane is the program. Both roles are essential, and they are not interchangeable.

The committee owns the operations that make the program possible: finances, record keeping, recharter, recruiting adult volunteers, and maintaining the pack's relationship with its chartered organization. The Cubmaster's job is to lead a program worth supporting and to trust the committee to handle the infrastructure behind it. If recharter paperwork, pack finances, or volunteer recruitment are landing on the Cubmaster by default, that is a sign the committee needs more members or clearer role assignments, not a sign that the Cubmaster should absorb the work.

Before your first pack meeting, sit down with the committee chair and confirm you are aligned on the program year, the budget, and who owns what. If there is not a plan yet, that conversation is where building one starts.

The Assistant Cubmaster

The Assistant Cubmaster supports the Cubmaster and steps in when the Cubmaster is unavailable. The minimum age for this position is 18, compared to 21 for the Cubmaster, which makes it a natural entry point for older Scouts who have aged out of the youth program and want to stay connected.

Packs that use the position well give the Assistant Cubmaster real ownership of specific parts of the program: a recurring element of pack meetings, a particular event, or a working relationship with one or more dens. An Assistant Cubmaster who has been actively involved is also the most natural successor when the Cubmaster's term ends. Intentional development of the Assistant Cubmaster is one of the most practical things a Cubmaster can do for the long-term health of the pack.

Getting started

Get registered and complete Youth Protection Training

The Cubmaster must be at least 21 and registered as an adult leader before serving in the role. Youth Protection Training (YPT) is required before your first meeting. Both are handled at my.scouting. If you are stepping into this mid-year, confirm both are complete before you lead your first pack meeting.

Complete Cubmaster Position-Specific Training

Available online at my.scouting. Not required before your first meeting, but prioritize it early. It covers pack meeting planning, working with Den Leaders, and the annual program planning process in a way that makes the rest of the job clearer. In the Heart of Virginia Council, position-specific training is included at no additional cost with the \$15 adult registration fee.

Come to Cub Scouts roundtable

Monthly, first Wednesday, 7:00 to 8:30 PM at the Heart of Virginia Council Leadership Center. Cubmasters are a core part of the roundtable audience alongside Den Leaders and committee members. It is where you will connect with Cubmasters from other packs, get program ideas for the coming month, and stay current on district and council updates. Roundtable attendance counts toward the Scouter's Key, the Heart of Virginia Council's recognition for sustained leadership excellence. University of Scouting, offered annually by the council, also counts toward the Scouter's Key and is worth putting on your calendar in your first year. *Roundtable dates and location ? University of Scouting ?*

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