



Takhone Lodge Service Award Logbook



Arrowman Name: _____

Arrowman Unit: _____

Arrowman Chapter: _____

Appendix

- ❖ ⊕ Under the auspices of the Order of the Arrow is defined as any service event put on by the Order of the Arrow. The service can take place at the Chapter, Lodge, Section, Region, or National Level.
- ❖ All youth requirements must be completed before an Arrowman's 21st birthday
- ❖ All Adult Requirements must be complete as an adult. Items done as a youth cannot carry over. (i.e. Going to NOAC as a youth doesn't carry over)
- ❖ Arrowmen can get any requirements signed off by the Lodge Chief, Lodge Adviser, or Chapter Adviser. Requirements specific to a Chapter or Lodge Committee can be signed off by the respective Chapter Chief, Committee Chairman, or Committee Adviser.

Takhone Lodge Service Award

The purpose of the Lodge Service Award is to recognize an Arrowman's achievements in different aspects of the Lodge. This award recognizes an Arrowman's contribution to the following aspects of the Lodge: Lodge Office, Chapter Office, Lodge Executive Committee, Ceremonies, and Inductions. Upon completion of requirements the first time, the Arrowman will receive the Limited Edition Lodge Service Award flap at the next major lodge event and will receive the certificate and medal at the next Winter Banquet.

Arrowmen are eligible to earn the Lodge Service Award multiple times. Upon earning the award and additional time, members will receive a paddle pin, in addition to an additional LSA lodge flap and certificate. Earning the award more than once is the only way Arrowmen can receive multiple LSA lodge flaps.

How to Receive the Award

An Arrowman must turn in the form with all signatures at any time of the year to either
The Lodge Adviser
or
Turned in at oa7.org/serviceaward

All forms for the year need to be turned in 2 weeks before the annual Lodge winter banquet in order to be properly recognized.

Youth Requirements

1. Be a dues paying member in good standing with Takhone Lodge
2. Obtain Brotherhood (Requirement is waived for a new Ordeal member for 1 year following their induction.)
3. Attend at least 4 chapter meetings in one calendar year.
 - a. 1st Chapter Meeting _____
 - b. 2nd Chapter Meeting _____
 - c. 3rd Chapter Meeting _____
 - d. 4th Chapter Meeting _____
4. Attend 2 Fellowships or Work Weekends in one calendar year.
 - a. 1st Fellowship or Work Weekend Attended

 - b. 2nd Fellowship or Work Weekend Attended

5. Complete and log 15 service hours under the auspices of the Order of the Arrow in the back of this booklet ➔
6. Complete **ALL** requirements for 3 of the following categories:
 - 1) Lodge Office
 - 2) Chapter Chief
 - 3) Chapter Office
 - 4) Lodge Executive Committee Chairman
 - 5) Event Chairmanship
 - 6) Ceremonies
 - 7) Inductions
 - 8) Unit Visitations
 - 9) OA Unit Representative / OA Assistant Scoutmaster
 - 10) OA High Adventure
 - 11) Section OA Events
 - 12) National OA Events
 - 13) Camp Staff
 - 14) Special tasks

- 6.11 Special Tasks
_____ Complete a special task assigned by the Lodge Adviser.
Short description of task: _____

Lodge Adviser Signature: _____
- 6.12 Inductions (Complete all of the following)
 - a. _____ Complete training to be an Elangomat or Nimat.
 - b. _____ Serve as an Elangomat or Nimat at a lodge induction opportunity.
 - c. _____ Contact your Ordeal or Brotherhood clan at least four times in the year following their induction about upcoming events and lodge opportunities. *Contact is defined as an email, text message, or phone call.*
 - d. _____ Have 40% of the Ordeal clan convert to Brotherhood (not applicable for Nimats)

b. _____ Write a report based on your experience for the lodge to use for promotion.

6.9 General Lodge Service (Complete all requirements in one of the following categories.)

I) Registration

Serve on registration staff for 3 Events

1) 1st Event Attended: _____

2) Dates: ___/___/___ through ___/___/___

1) 2nd Event Attended: _____

2) Dates: ___/___/___ through ___/___/___

1) 3rd Event Attended: _____

2) Dates: ___/___/___ through ___/___/___

II) Medical Staff

Serve on Medical staff for 2 Events

1) 1st Event Attended: _____

2) Dates: ___/___/___ through ___/___/___

1) 2nd Event Attended: _____

2) Dates: ___/___/___ through ___/___/___

III) Cook crew

Serve on cook crew for 2 Lodge Events

1) 1st Event Attended: _____

2) Dates: ___/___/___ through ___/___/___

1) 2nd Event Attended: _____

2) Dates: ___/___/___ through ___/___/___

6.10 Legacy Fellowship

_____ Donate to the OA National Endowment and become a legacy fellow.

6.1 Lodge Office (Complete all of the following.)

a. _____ Hold Lodge Office in accordance with the Lodge Bylaws.

b. _____ Complete full term successfully.

c. _____ Attend at least 80% of LEC meetings conducted during your time in office or have a representative in place if absent.

d. _____ Attend LLD during your term in office.

6.2 Chapter Chief (Complete all of the following.)

a. _____ Become elected by the youth of your chapter.

b. _____ Complete full term successfully.

c. _____ Attend at least 80% of LEC meetings conducted during your time in office or have a representative in place if absent.

d. _____ Attend at least 80% of chapter meetings during your time in office or have a representative in place if absent.

e. _____ Attend LLD during your term in office.

6.3 Chapter Office (Complete all of the following.)

a. _____ Become elected by the youth of your chapter.

b. _____ Complete full term successfully.

c. _____ Attend at least 80% of chapter meetings during your time in office or have a representative in place if absent.

d. _____ Attend LLD during your term in office.

6.4 Lodge Executive Committee Chairman (Complete all of the following.)

a. _____ Be appointed to the Lodge Executive Committee

b. _____ Complete full term successfully.

c. _____ Attend at least 80% of LEC meetings during your time in office or have a representative in place if absent.

d. _____ Attend LLD during your term in office.

6.5 Event Chairmanship (Complete all of the following.)

a. _____ Be appointed to chairmanship by a lodge officer.

b. _____ Prior to the event taking place, give at least 2 reports to the LEC.

c. _____ Successfully plan and execute the event, with the following items being completed, if applicable:

- _____ Flyer
- _____ Menu
- _____ Theme
- _____ Patch Design
- _____ Hodag

d. _____ At the first LEC meeting following the event, give a final report to the lodge.

6.6 Ceremonies* (Complete all of the following.)

- a. _____ Contact the ceremonies chairman showing interest in joining the ceremonies team.
- b. _____ Attend 2 ceremonies practices/trainings.
- c. _____ Serve as a ceremonialist in 2 ceremonies.
 1st Ceremony: _____
 Date: _____
 Location: _____
 Principle: _____
 2nd Ceremony: _____
 Date: _____
 Location: _____
 Principle: _____

* A ceremony is defined as any lodge or chapter sanctioned ceremony

6.7 Inductions (Complete all of the following.)

- a. _____ Complete training to be an Elangomat or Nimat.
- b. _____ Serve as an Elangomat or Nimat at a lodge induction opportunity.
- c. _____ Contact your Ordeal or Brotherhood clan at least four times in the year following their induction about upcoming events and lodge opportunities. *Contact is defined as an email, text message, or phone call.*
- d. _____ Have 40% of the Ordeal clan convert to Brotherhood (not applicable for Nimats)

6.8 Unit Visitations (Complete all of the following.)

- a. _____ Complete Unit Visitation training.
- b. _____ Complete 5 unit visitations.
 1) Unit: _____ Date: _____
 2) Unit: _____ Date: _____
 3) Unit: _____ Date: _____
 4) Unit: _____ Date: _____

- _____ Flyer
- _____ Menu
- _____ Theme
- _____ Patch Design
- _____ Hodag

d. _____ Assist your youth chairman in giving a report at the LEC meeting following the event.

6.5 Unit Visitations (Complete all of the following.)

- a. _____ Complete Unit Visitation training.
- b. _____ Advise 5 unit visitations.
 1) Unit: _____ Date: _____
 2) Unit: _____ Date: _____
 3) Unit: _____ Date: _____
 4) Unit: _____ Date: _____
 5) Unit: _____ Date: _____

6.6 OA Unit Representative Adviser (Complete all of the following.)

- a. _____ Complete training to be an OA Unit Rep. Adviser.
- b. _____ Advise at least two Unit Representatives towards earning the OA Unit of Excellence Award during your tenure as OA Unit Representative Adviser.
- c. _____ Attend at least 60% of chapter meetings conducted while holding the position.

6.7 Section Events (Complete all of the following.)

- a. _____ Attend 2 Section events. A section event is any event put on by section C7 (Winter Council of Chiefs, Section Conclave, Fall Council of Chiefs, Etc.)
 1) 1st Event Attended: _____
 Dates: ___/___/___ through ___/___/___
 2) 2nd Event Attended: _____
 Dates: ___/___/___ through ___/___/___

6.8 OA National Events (Complete all of the following.)

- a. _____ Attend any national OA event (NOAC, Philbreak, NLS, DYLC, etc...)
 1) Event Attended: _____
 2) Dates: ___/___/___ through ___/___/___

- 6.1 Lodge Adviser / Associate Lodge Adviser (Complete all of the following.)
- _____ Be appointed by the Lodge Adviser and/or the Supreme Chief of the Fire.
 - _____ Serve as Adviser for a period of 1 year.
 - _____ Attend at least 80% of LEC meetings conducted during your time in office or have a representative in place if absent.
 - _____ Attend LLD during your term as an adviser.
- 6.2 Chapter Adviser/ Associate Chapter Adviser (Complete all of the following.)
- _____ Be appointed by the Lodge Adviser and/or the Supreme Chief of the Fire.
 - _____ Serve as Adviser for a period of 1 year.
 - _____ Attend at least 80% of LEC meetings conducted during your time in office or have a representative in place if absent.
 - _____ Attend at least 80% of chapter meetings during your time in office or have a representative in place if absent.
 - _____ Attend LLD during your term as an adviser.
- 6.3 Lodge Executive Committee Chairman Adviser (Complete all of the following.)
- _____ Be appointed by the Lodge Adviser.
 - _____ Serve as Adviser for a period of 1 year.
 - _____ Attend at least 80% of LEC meetings conducted during your time in office or have a representative in place if absent.
 - _____ Attend LLD during your term as an adviser.
- 6.4 Lodge Event Adviser (Complete all of the following.)
- _____ Be appointed by the Lodge Adviser.
 - _____ Assist and enable the youth chairman in giving at least 2 reports to the LEC prior to the event.
 - _____ Successfully help guide your youth in planning and execution of the event, with the following items being completed, if applicable:

5) Unit: _____ Date: _____

- 6.9 OA Unit Representative / OA Assistant Scoutmaster (Complete all of the following.)
- _____ Complete training to be an OA Unit Rep.
 - _____ Assist your unit in earning the OA Unit of Excellence Award.
 - _____ Attend at least 60% of chapter meetings conducted while holding the position.
- 6.10 OA High Adventure (Complete all of the following.)
- _____ Attend 1 OAHA session at any BSA High Adventure Base.
 - Base Attended: _____
 - Trek Number: _____
 - Dates: ___/___/___ through ___/___/___
 - _____ Write a report based on your experience for the lodge to use for OAHA promotion.
- 6.11 Section Events
- _____ Attend 2 Section events. A section event is any event put on by section C7 (Winter Council of Chiefs, Section Conclave, Fall Council of Chiefs, Etc.)
 - 1st Event Attended: _____
Dates: ___/___/___ through ___/___/___
 - 2nd Event Attended: _____
Dates: ___/___/___ through ___/___/___
- 6.12 National OA Events (Complete all of the following.)
- _____ Attend any national OA event including OAHA (NOAC, Philbreak, NLS, National Jamboree Service Corps, etc...)
 - Event Attended: _____
 - Dates: ___/___/___ through ___/___/___
 - _____ Write a report based on your experience for the lodge to use for promotion.
- 6.13 Camp Staff
- _____ Successfully complete contract as a Camp Staff Member or as a CIT

b. _____ Participate in a least one OA activity weekly while at Camp:

Week 0: _____

Week 1: _____

Week 2: _____

Week 3: _____

Week 4: _____

Week 5: _____

Week 6: _____

c. _____ Participate in at least 2 ceremonies over the same summer.

Ceremony 1 _____ Week _____

Ceremony 2 _____ Week _____

6.14 Special Tasks

_____ Complete a special task assigned by the Lodge Chief or Lodge Adviser.

Short description of task: _____

Lodge Chief/Adviser Signature: _____

Adult Requirements

1. Be a dues paying member in good standing with Takhone Lodge.
2. Obtain Brotherhood (Requirement is waived for a new Ordeal member for 1 year following their induction.)

3. Attend at least 4 chapter meetings in one calendar year.

a. 1st Chapter Meeting _____

b. 2nd Chapter Meeting _____

c. 3rd Chapter Meeting _____

d. 4th Chapter Meeting _____

4. Attend 2 Fellowships or Work Weekends in one calendar year

a. 1st Fellowship or Work Weekend Attended

b. 2nd Fellowship or Work Weekend Attended

5. Complete and log 15 service hours under the auspices of the Order of the Arrow in the back of this booklet ➡

6. Complete **ALL** requirements for 3 of the following categories:

- 1) Lodge Adviser / Associate Lodge Adviser
- 2) Chapter Adviser / Associate Chapter Adviser
- 3) Lodge Executive Committee Chairman Adviser
- 4) Lodge Event Adviser
- 5) Unit Visitations
- 6) OA Unit Representative Adviser
- 7) Section Events
- 8) National OA Events
- 9) General Lodge Service
- 10) Legacy Fellowship
- 11) Special tasks
- 12) Inductions