

Get the Inside Scoop:
APPLYING TO BE A VOA OFFICER
Part 1: The Application

We asked various past council, area, region, and national VOA officers what their advice would be to someone applying to be a VOA officer. This document compiles all of their best tips!

WHY APPLY?

“Taking a few minutes to fill out an application opens up a door full of lifelong adventures, lasting friendships, and useful leadership skills.”

“Just do it; it’s a once-in-a-lifetime experience that few people will have been able to say that they have accomplished. There will be something new every day! The life of an officer is always filled with conversation, leadership, and action.”

“If you have never applied to be an area/region/national officer, my best advice to you is to just apply. You will surprise yourself how much you can personally do to improve the Venturing program and make a meaningful impact.”

“Applying to be an officer is the best decision ever! There’s great people, lots of fun, and, of course, the adventure of Venturing.”

WHAT SHOULD I DO?

Prepare Before You Begin

“Use your resources! Check out everything at www.venturing.org/apply-to-be-a-voa-officer.html, and talk to those you know who have held positions in a VOA. Be sure to also consult with your advisor to get their wisdom.”

“Being a VOA officer is a commitment -- make sure you're ready to balance school, family time, and Venturing. But know it's also an amazing experience which you learn so much from!”

“Do your research. Ask questions about the position or the process if you have them.”

“Make sure you are serious and excited about the position(s) you are applying for. While it is good to challenge yourself, only apply for positions that you would be comfortable/capable of actually serving in if selected.”

“When you're choosing what position to apply for, think about where you can shine. Do you love graphic design? VP Communications might be right for you! Or do you love leading and encouraging others? Maybe a President position is the way to go. Whatever it is, apply for a position you know you would have fun doing!”

Show Your Strengths

“Use your application as an opportunity to show off why you would be a good candidate! Oftentimes, applications are used to determine who is selected to be interviewed. So you want to put your best foot forward!”

“Be sure to really take some time when filling out your application, because it reveals a lot about your work ethic.”

“Do your homework when it comes to your goals. Are your goals SMART (specific, measurable, attainable, realistic, timely)? Are they appropriate for the position level you are applying for?”

“Think about and highlight some innovative ideas you have that will eventually strengthen units, whether that may be for recruiting, program, or recognition - we all want to see the program grow!”

“Besides just listing things like trainings taken and awards earned, be sure to share a few of the goals you’ve accomplished in the past. Your application will be more memorable and really stand out if it gives the reader an insight into you, instead of just being another list that blurs together.”

“Describing what you have been able to do in the past will give the selection committee more confidence in your goals for the future.”

“Don’t be afraid to mention achievements outside of Scouting or Venturing. Skills are transferable, so if you have done a cool project with a club or youth group, let them know about it!”

Avoid Common Mistakes

“ALWAYS proofread for spelling and grammar mistakes. Applications riddled with typos will give the impression that you are not serious about the job, and didn’t put in much time or effort.”

“Make sure all Scouting terms used are accurate. Remember, you are in a ‘Venturing crew’ NOT a ‘Venture crew’, and you are a ‘Venturer’ NOT a ‘Venture Scout’.”

“For the sake of clarity, avoid uncommon acronyms, especially when referring to council names, camp names/programs, or extra-curricular clubs.”

“Don’t forget to add your basic information! No one wants to hunt through the entire application just to learn your name and where you’re from. Make that information easy to find and reference.”

“Start early. The applications require signatures from parents, crew advisors, and Scout executives, so waiting until the last minute may prevent you from finishing in time.”

“Submit your application in a single compiled document, preferably a PDF or Word document (or something else easily compatible). If you send in multiple different attachments (a portrait photo, the page with signatures, and your biography) all separately, there is a high chance parts could get lost.”