



NTX District Royal Rangers Outreach - Outpost Open Houses

The Outpost open house allows an Outpost to swing open its doors and roll out the red carpet to welcome guests. It provides a forum to show off Royal Rangers activities and the Outpost's accomplishments. It is an effective tool to reach boys & teens who have never tried Royal Rangers.

Hosting a Outpost open house is a five-step process. Each of the following five steps is vital to the event's success:

- Step 1: Present a School Rally to Third, Fourth & Fifth -Graders (Elementary School) & Sixth to Eighth (Middle/Junior High)
- Step 2: Send the Parents of Interested Youth a Personal Invitation to the Outpost Open House
- Step 3: Follow Up with a Call
- Step 4: Host the Outpost Open House for Youth and Their Parents
- Step 5: Invite & get them to sign-up for the NTXRR District Pow-Wow to Involve New Royal Rangers & their Dads Right Away

Step 1: Present a School Rally to Third, Fourth & Fifth -Graders (Elementary School) & Sixth to Eighth (Middle/Junior High)

Cooperation of schools is essential to gain access to Royal Rangers-age youth. Contact school administration to schedule presentation time during school with small groups of students.

Plan the presentation to highlight Royal Rangers' activities, high adventure, and outdoor experiences. Display hands-on visuals such as archery, dutch oven cooking, and tents, etc. and allow the youth to check them out up close. Leaders wear Khaki uniform or Royal Ranger T-Shirts. Have your boys wear Royal Ranger or District/JLDA camp t-shirt. Allowing some experienced Expedition Rangers or Adventure Rangers to assist in the

presentation could help the youth visualize themselves as Royal Rangers. The presentation should be no more than five minutes.

Following the introductory presentation, give each youth a survey (and ask them to check the high-adventure experiences that interest them. Explain that Royal Rangers Outposts do the kinds of activities listed on the survey).

While the youth are working on their surveys, announce that you would like to invite them to join a Royal Rangers Outpost. Explain that they will receive an invitation to join a Royal Rangers Outpost in their community if they mark that they are interested in joining. Collect every survey and check to ensure that each is complete with the youth's full name and contact information.

If the school cannot allow assemblies with youth, suggest the alternative plan of having the school distribute the High-Adventure Survey. Be sure to pick up the completed surveys soon after their distribution.

Step 2: Send the Parents of Interested Youth a Personal Invitation to the Outpost Open House

The next step involves following up on the initial contact with youth who indicated their desire to join a Outpost. The Outpost Coordinator should send a personal letter to the parents of each interested youth, spelling out the values of Royal Rangers and extending an invitation for the youth and his parents to visit the Outpost at its upcoming open house. Include a brochure that describes Royal Rangers' values to provide further information.

Timing is important. Mail the letter as soon as possible after the survey is completed; schedule the Outpost open house for the week after the family receives the invitation letter.

Sample Letter (See attached)

Step 3: Follow Up with a Call

On the day or evening before the open house, each prospective Royal Rangers's household should receive a telephone call from a member of the Outpost, ideally the Outpost Coordinator, who sent the letter. As you make the call, keep in mind that the youth has already expressed his interest, so direct the call to a parent.

To help put the parents at ease, ask the following questions:

- Did the family receive the Outpost Coordinator's letter?
- Does anyone in the family have previous experience with Royal Rangers?
- Do they have any questions about Royal Rangers or the Outpost open house?
- Do they know the time, date and location of the Outpost open house?
- Ensure parents that you look forward to meeting them and will meet them at the door to greet everyone.

Step 4: Host the Outpost Open House for Youth and Their Parents

The Outpost open house can be conducted as a NTX Royal Ranger Regional event for a number of Outposts, or an individual Outpost can conduct one independently. The important idea to remember is that Royal Rangers is showcased, and each guest is made to feel welcome.

Involve all Outpost members in the open house from the planning stage. Remind each Royal Ranger of the importance of building their Outpost; be receptive to their ideas. Begin making plans for the open house as early as possible, following these suggestions:

- Prior to the open house, engage the Outpost in sprucing up the meeting place to prepare for welcoming guests. Treat the task of sprucing up the meeting place as a "spring cleaning" to ensure it is welcoming to visitors.

- Create a display showcasing Outpost activities, photos, and awards earned, to highlight the Outpost's achievements.
- Assign greeters to welcome guests at the door upon arrival and ensure there is ample seating available.
- Provide printed agendas and copies of the Outpost's calendar at each seat for guests to reference.
- Plan and make assignments for each part of the agenda well in advance to ensure a smooth flow of the meeting.
- Designate the senior patrol leader as the emcee for the meeting.
- Consider preparing refreshments for the guests to enjoy during the open house.

The Outpost open house should follow an agenda to help guests gather a broad range of Royal Rangers information (sample below). The youth is introduced to basic Royal Rangers skills while an adult Outpost leader informs the parents about Royal Rangers' values and its positive effect on youth.

During the open house, Royal Rangers leaders, councilmen and Royal Rangers should do everything possible to make their guests feel comfortable and to answer each question as it arises. Be sure parents know they may ask questions at any time. The guests should be allowed to participate whenever possible.

At some point, the Outpost Coordinator should explain that both the youth and his parents may join the Outpost. Have applications available for both Royal Rangers and adults.

Sample Agenda

Pre-Opening

- Conduct a 1-3 ice breakers for early arrivals.
- Have parents sign-in, to collect their contact information, names of son's, parents address, phon/cell, & email addresses.

Opening

- Opening prayer
- Have your Royal Rangers conduct a flag ceremony and say pledges.
- Welcome the guests.

Activity Time

- Royal Rangers skill demonstration like one of the following:
 - Royal Rangers quickly and skillfully set up a tent.
 - Present Dutch oven meal/dessert. Royal Rangers quickly and skillfully discuss what went into preparing these dutch oven meal/dessert; or
 - Royal Rangers quickly and skillfully demonstrate any of the skill merits for their age group (keeping in mind the setting - outdoor or indoor).
- Parent orientation
 - Explain the ideals and values of Royal Rangers.
 - Introduce the Outpost leadership and its organization.
 - Distribute the Outpost calendar.
 - Explain the summer camp opportunity.
 - Thoroughly explain the costs of Outpost membership.

Joining Process

- Youth and parents complete applications to join Royal Rangers.
- Announce information about the next Outpost meeting.

Closing

- Outpost Coordinator's closing remarks
- Closing ceremony

Refreshments (optional)

Step 5: Invite & get them to sign-up for the NTXRR District Pow-Wow to Involve New Royal Rangers & their Dads Right Away

During the initial contact with Royal Rangers-age youth, we promised that Royal Rangers is action-packed. Youth will expect that adventure soon after they become Royal Rangers, so get them signed up for Pow-Wow right away.

Get New Royal Rangers Involved

New Royal Rangers should be introduced into the mainstream of Outpost activities as soon as possible after they join the Outpost. Assign them to a new-Royal Rangers patrol and get them started on earning advancement. The Outpost Coordinator, assistant Outpost Coordinator, or Outpost guide should take responsibility for helping new Royal Rangers get a good start.

Your Outpost Open House Calendar

Follow the Outpost Open House calendar below for specific suggestions for this recruitment plan.

Month	To Do	Person(s) Responsible
January	Set a date and plan your Outpost Open House	OP Coor (OC), Group Ldrs. (GL), Regional Leaders (RL)
	Obtain point of contact for your local schools (name, title, email address, phone) and send to Regional leaders & School Outreach Coordinator	OC, GL
February	Email School outreach letters go out	School Outreach Coor. (SOC) And/or District Outreach Coor. (DCO)
	Outpost Coordinators / Regional leaders follow up with 1. Phone call and 2. Thank you email after speaking with school official.	OC, GL, RL
	Set up a school Rally date with local school, charter school and/or private schools	OC, GL, (RL - If Regional event)
February - Early March	Conduct school rallies introducing students to Royal Rangers. Have them fill out "Live The Adventure" surveys	OC, GL, (RL - If Regional event)
	Follow up with interested youth by sending a personal invitation to the Outpost open house and making a personal telephone call to their parents.	OC, GL, (RL - If Regional event)

Month	To Do	Person(s) Responsible
March	Hold Open House. Welcome parents. Explain Royal Rangers and encourage them to have their sons join Royal Rangers and attend District Pow-Wow in late April. If you are short of tents/equipment or camp with another Outpost to maximize manpower/ leaders contact the Camps Coordinator Hector Monreal	OC, GL, (RL - If Regional event)
April	Encourage everyone to attend the April Pow-Wow event	OC, GL, RL,

Links To Handouts, Downloads & Resources:

1. <https://royalrangers.com/downloads>
2. <https://royalrangers.com/-/media/4987377419FF47D899F11F61CC60D588.ashx>
3. <https://royalrangers.com/-/media/B0BB67FEF9404F8F9AC06AD338197663.ashx>
4. <https://royalrangers.com/-/media/503EA4CB1686444185CDD959B3BEC577.ashx>
5. <https://royalrangers.com/-/media/853C926B18C042CDA18454FFB3FF4155.ashx>