

THE COMMISSIONER CONCEPT:

As liaison between the local council and Scouting units, the commissioner’s mission is to keep assigned units operating at maximum efficiency. The commissioner maintains regular contact with the leaders of the units, counsels them on where to find assistance, notes any weaknesses in programs, and suggests remedies. The commissioner is successful when the units effectively deliver the ideals of Scouting to their members.

Commissioner Responsibility Summary

<u>Unit Commissioner</u>	<u>Zone Commissioner</u>	<u>Assistant District Commissioner</u>
<ul style="list-style-type: none"> <input type="checkbox"/> Register as a Unit Commissioner with BSA immediately. <input type="checkbox"/> Wear a complete Scout Leaders uniform. <input type="checkbox"/> Complete Commissioner <i>Fast Start</i> training <input type="checkbox"/> Complete Commissioner <i>Basic</i> Training <input type="checkbox"/> Visit your assigned units regularly (monthly). <input type="checkbox"/> Attend Zone Commissioner Staff Meeting monthly, prepared to discuss your observations of each unit and how the Zone could help each individual unit, unit committee, or Sponsoring Organization be more successful. <input type="checkbox"/> Attend District Roundtable Meetings monthly. <input type="checkbox"/> Complete Wood Badge training as soon as possible. <input type="checkbox"/> Attend College of Commissioner Science annually. 	<ul style="list-style-type: none"> <input type="checkbox"/> Register as an Assistant District Commissioner with BSA immediately <input type="checkbox"/> Wear a complete Scout Leaders uniform <input type="checkbox"/> Complete Commissioner <i>Fast Start</i> training <input type="checkbox"/> Complete Commissioner <i>Basic</i> Training <input type="checkbox"/> Attend District Roundtable Meeting monthly. <input type="checkbox"/> Attend District Commissioner Staff Meeting monthly. <input type="checkbox"/> Facilitate Zone Commissioner Staff Meeting monthly. Train Unit Commissioners, disseminate current information, evaluate each unit in the Zone, and generate action plans as needed to help each unit be more successful. <input type="checkbox"/> Orchestrate the Annual Friends of Scouting Campaign in the Zone. <input type="checkbox"/> Direct the Annual Charter Renewal Campaign in the Zone. <input type="checkbox"/> Complete Wood Badge training as soon as possible. <input type="checkbox"/> Attend annual College of Commissioner Science 	<ul style="list-style-type: none"> <input type="checkbox"/> Register as an Assistant District Commissioner with BSA immediately <input type="checkbox"/> Wear a complete Scout Leaders uniform <input type="checkbox"/> Complete Commissioner <i>Fast Start</i> training <input type="checkbox"/> Complete Commissioner <i>Basic</i> Training <input type="checkbox"/> Attend District Roundtable monthly. <input type="checkbox"/> Attend District Commissioner Staff Meeting monthly. <input type="checkbox"/> Assist the District Commissioner with the Annual Friends of Scouting Campaign as needed. <input type="checkbox"/> Assist the District Commissioner with the Annual Unit Charter Renewal Campaign as needed <input type="checkbox"/> Assist the District Commissioner with the Annual District Charter Renewal Campaign as needed. <input type="checkbox"/> Complete Wood Badge training as soon as possible. <input type="checkbox"/> Attend annual College of Commissioner Science

THE ZONE COMMISSIONER (LDS Stakes Only):

The term Zone and Stake are synonymous. The Zone Commissioner and Assistant Zone Commissioner positions add an intermediate level of commissioner service, and are traditionally filled by members of the Stake High Council. The Zone Commissioner is generally the High Council member over Young Men/Aaronic Priesthood, and the Assistant Zone Commissioner is generally the High Council member over the Primary. The Zone Commissioner has responsibility for all Scouting Divisions within the stake, including Cubs, Scouts, Varsity, and Ventures, not just units for Aaronic Priesthood age boys.

The Zone Commissioner and Assistant Zone Commissioner both register with the BSA as Assistant District Commissioner (ADC) and wear the ADC position patch/emblem on the uniform. Together they can oversee all Scouting units in the Zone.

Because individual wards adopt Scouting for use with their Primary and Aaronic Priesthood Quorums, the number of units is abnormally high. The higher number of units make it logistically challenging and problematic for the District Commissioner, Assistant District Commissioners (ADC’s), and Unit Commissioners to provide adequate commissioner service. The intermediate Zone Commissioner position allows for more effective reporting, training, problem solving, and the ability to evaluate the strengths and weaknesses of individual units within the stake.

The District Commissioner staff consists of ADC’s and Zone Commissioners (one from each Stake). This monthly staff meeting provides training, current information, opportunity for reports from Zone Commissioners, and problem solving as required. There are too many Unit Commissioners for all of them to attend the District Commissioner Staff meeting and effectively participate. There would not be enough time to address the needs of individual units. This process should occur in the Zone Commissioner Staff Meeting.

The Zone Commissioner staff consists of an Assistant Zone Commissioner and several Unit Commissioners (one Unit Commissioner for every 3 units, or a 1:3 ratio). This monthly staff meeting provides opportunity for the Zone Commissioner (or Assistant) to pass along the training and the current information received at the District Commissioner Staff Meeting. It can also allow the time necessary to get Unit Commissioner reports concerning their units, as well as time to discuss unit strengths and weaknesses and develop action plans to help units be more successful.

THE UNIT COMMISSIONER:

The Unit Commissioner (UC) is a generalist whose passionate overriding mission in Scouting is to help units succeed. Specific responsibilities include helping each unit earn the Quality Unit Award and using the Annual Commissioner Service Plan with its scheduled opportunities for commissioner contact with the units. The UC should know each phase of Scouting and how each phase works, and be familiar with Scouting program literature.

The UC has been appointed or commissioned to represent the Boy Scouts of America and should report to the Zone Commissioner or Assistant District Commissioner as directed, and attend all Zone Commissioner staff meetings. The UC should adopt an attitude of helpfulness, always keeping promises, and being diplomatic. The UC should be a model of Scouting ideals and should be concerned about proper uniforming.

To be effective, the UC should become trained as quickly as possible. This includes initial orientation (*Fast Start*) and Commissioner *Basic* Training. Additionally, there is an annual College of Commissioner Science, University of Scouting, Woodbadge, and Philmont Training. Arrowhead Honor and Scouters Key can be earned.

To help units succeed, the UC should **visit unit meetings regularly**, usually monthly and observe the unit in action, determine if the descriptions in the literature are being followed, and privately use the commissioner worksheet. The private notes can be referred to in appropriate Commissioner Staff meetings.

During the regular visits, listen to what the unit leader has to say about being a unit leader, offer encouragement and support, and help the leader see new opportunities for improvement. Maintain the best possible relationship with unit leadership, and help the leader with forms and applications, and encourage unit participation in district and council events.

To UC should work to assure effective and active unit committees by visiting the unit committee meeting periodically. Observe the committee in action and, using the literature offer suggestions for improvement. Work with the committee to solve problems and improve unit operation. Make certain that proper techniques are used to select and recruit unit leaders.

The UC should facilitate on-time charter renewal of all assigned units, help conduct a membership inventory of youth and adults, and help the unit Committee Chairman conduct the charter renewal meeting. Following the charter-renewal meeting, contact the chartered organization to describe the units progress and make arrangement for a charter presentation ceremony.

Keep in touch with the chartered organizations of the units you serve. Meet with the head of the organization and the chartered organization representative (COR) to introduce yourself and explain your role as a “helper” of units. Help develop a good relationship between unit leaders and chartered organization leaders. In close cooperation with the district executive, give the leaders of the organization a brief progress report and compliment them for using Scouting.

Know the neighborhood in which your units are located. Help graduating members of one unit join the next level of Scouting and identify potential sources of new youth members. Cultivate men and women of good moral character who might become Scouting leaders. Know chartered organizations and prospective ones. Learn about the resources and characteristics of the neighborhood that may affect a unit.

Know your district and council and identify resources that can help the unit. Know the scheduled events that will help the unit, and work closely with the professional staff. Use members of district operating committees to help meet specialized needs of your units.