

## Mustang District Commissioner Service

### Mission / Vision / Goals

**Mission:**

The mission of the Commissioner Corps is to provide service to unit leaders facilitating their delivery of BSA program to the youth

**Vision:**

- Unit leaders and unit commissioners are on a first name basis
- UCs are invited to all unit activities
- UCs know the needs of their units
- ADCs know the health of the units in their area
- Active attendance at Roundtable
- No Unit First Aid Required

**Long Term Goals:**

Description	Remarks
Solicit and Recruit new unit commissioners, especially in the following areas: <ul style="list-style-type: none"> <li><input type="checkbox"/> Hispanic units,</li> <li><input type="checkbox"/> Cub Scout Unit Commissioners,</li> <li><input type="checkbox"/> LDS units.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Find at least 2 Hispanic UC's in the next year.</li> <li><input type="checkbox"/> Recruit fresh parents from transition Scouts to participate in the UC program for the Cub Packs (at least 1 UC per every 3 Cub Packs).</li> <li><input type="checkbox"/> The special needs of LDS units require recruiting their own leaders. We need to solicit their leaders as UC's keeping in mind the goals of the District Commissioner staff.</li> </ul>
Recruit new commissioners overall.	<ul style="list-style-type: none"> <li><input type="checkbox"/> Be able to replace/refresh the commissioner staff within the next 2 years.</li> <li><input type="checkbox"/> We need to keep our Unit/UC ratio &lt; 2.</li> <li><input type="checkbox"/> This is an on-going objective.</li> </ul>
Keep up present initiatives with recharter and recharter training.	Maintain recharter training and availability for turn-in at Katy, Spring Branch, and LDS units. Consider a table for turn-in at the December Roundtable.
Conduct Annual Commissioner Planning meeting with District and ADC Staff for the August 2006-July 2007.	Provide Commissioner calendar of events.

### Short-Term Goals

<p>During District Commissioner's meeting present monthly results of Unit Commissioner reporting:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Mustang units served by Commissioners</li> <li><input type="checkbox"/> Mustang unit visits</li> <li><input type="checkbox"/> Mustang units/unit commissioner ratio</li> </ul>	<p>Our goal in Mustang should be as follows:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Each unit should have an assigned unit commissioner.</li> <li><input type="checkbox"/> Each unit commissioner should make at least one unit visit and at least one unit contact per month.</li> <li><input type="checkbox"/> The goal is to have the Unit/UC ratio &lt; 2.</li> </ul>
<p>Provide Commissioner Staff information on the Mustang District website.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> List Mustang District units with responsible UC's.</li> <li><input type="checkbox"/> List training opportunities.</li> <li><input type="checkbox"/> List future Commissioner events.</li> </ul>
<p>Have each UC contact their units and unit leaders and conduct unit-training inventory. Promote supplemental training (i.e. Round Table, U of S, Wood Badge, Pow Wow)</p>	<p>Determine how many leaders have completed fast start and basic and how many leaders require this training. Report results to District Committee meeting.</p>
<p>Mustang District map and handbook of units.</p>	<p>Develop a map located all Mustang units. Also provide unit information in handbook for units and individual to use in recruiting and Webelos transition programs.</p>
<p>Unit First Aid planning meeting.</p>	<p>Conduct a review of units in Mustang District with District Executive and Commissioner Staff. Target units that are in need of immediate help and devise plan to conduct first aid, e.g., Troop 1209.</p>
<p>Add a quarterly Commissioner Orientation training course.</p>	<p>Promote the UC training and maintain alignment of the above objectives.</p>
<p>Increase the percentage of Webelos Scouts that actually transition into a troop.</p>	<p>Each UC serving a Cub Scout Pack will contact the Webelos Den leader to make sure they are visiting troops and keep them informed of troops in the area.</p>

**Mustang District  
Assistant District Commissioner  
2006 Ticket**

The goal of commissioner service is to provide the link between council & district to the individual units. The Assistant District Commissioner assures that the units are leveraging the scouting program to be successful.

**ADC Job Duties:**

**Monthly**

- Contact each UC assigned to your service area to receive unit visit report.
- Review monthly visit reports looking for unit problems that need to be addressed. Provide timely reports of unit visits to the ADC for Administration and early warning of any potential problems to the DC.
- Encourage unit commissioners to attend Round Table and to bring their unit leaders
- Encourage unit commissioners to attend monthly commissioners meeting
- Attend monthly commissioners meeting and Round Table

**Quarterly**

- Conduct an interim performance review with each UC reviewing progress to-date.

**Annual**

- At the beginning of each calendar year encourage each unit commissioner to create a service plan for each unit and review that plan with the UC.
- Recruit six new Unit Commissioners
- Identify at least one person that is a potential ADC, lead a discussion amongst other ADCs as to the candidate, and assist the DC in recruiting.
- Assist with the re-charter process and assure 100% re-charter on-time.

I agree to understand and utilize the Commissioner Fieldbook for Unit Service and to deliver each item listed above.

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Mustang District  
Unit Commissioner  
2006 Ticket**

The goal of commissioner service is to provide the link between council & district to the individual units. The unit commissioner assures that the units are leveraging the scouting program to be successful.

**Unit Commissioner Job Duties:**

**Monthly**

- Complete at least two contacts with each of my assigned units. At least one of these contacts will be face to face with either the unit leader or the committee chair.
- During my unit visits deliver handouts and promote upcoming council and district events
- Encourage unit leaders to pursue individual and unit level awards (Scouter Training, Cub Scouter, Den Leader, etc)
- Invite and if possible accompany the leaders from my units to attend Round Table
- Provide timely reporting of unit visits and early warning of any potential problems to the ADC

**Quarterly**

- Attend at least one major unit event (Court of Honor, Blue & Gold, Pine Wood Derby, Outdoor Activity)

**Annual**

- At the beginning of each calendar year create a commissioner service plan for each unit and review that plan with my Assistant District Commissioner
- Recruit two new Unit Commissioners. Identify at least one person in each unit that is a potential commissioner, providing that information to the ADC.
- Contact Chartered Partner and reaffirm their commitment to Scouting
- Assist with the re-charter process and assure 100% re-charter on-time.

I agree to understand and utilize the Commissioner Fieldbook for Unit Service and to deliver each item listed above.

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Signed

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Date

# Commissioner Service 30-60-90 Day Look Ahead - BE PREPARED!

Committees & Events	30 DAYS September 2005	60 DAYS October 2005	90 DAYS November 2005	URGENT!! & BEYOND!!
Events 1 <sup>st</sup> - SNSF 8 <sup>th</sup> - Roundtable		6 <sup>th</sup> - Commissioner Mtg 13 <sup>th</sup> - Roundtable 24 <sup>th</sup> - Council Dinner	3 <sup>rd</sup> - Commissioner Mtg 10 <sup>th</sup> - Roundtable	

# Mustang District May Commissioner Helps

## CUBS

- Unit Scheduled for Day Camp
- Day Camp volunteers registered with council- trained YPT
- School Night for Scouting Chairman – trained and starting to plan? Ask a Scout Troop for help
- Is Leadership Changing
- Summertime Pack Award Explained and Promoted

## BOY SCOUTS

- Summer Camp Scheduled- where?, how many youth?
- Camp Payment Due dates
- Are new Webelos registered
- Council Eagle Dinner June 14<sup>th</sup>
- Promote Introduction to outdoor Leader Skills

## VENTURERS

- Attend New Venture Roundtable Breakout.
- Summer Highlight activity Scheduled
- Roundtable Training contact Jim Buechele 281-492-7743.

## ALL

- Program Preview – NEXT THURSDAY NIGHT – Memorial Drive United Methodist Church
- Roundtable Attendance
- Unit Charter presented
- Quality Unit status
- Scout Fair Ticket Turn in schedule-deadline to close out account
- Silver Beaver Nominations Due May 31st
- Council Recognition Dinner (Silver Beaver) is October 24th
- FOS Presentation Scheduled/Complete - Did my Unit perform at potential, need for follow-up
- Scouting in the News – publicity at Unit level- copy of Church Bulletin from Scout Sunday to District for credit
- Registered "Good Turn for America" Service project hours
- Program Preview at May Roundtable
- Woodbadge promotion at Unit Level
- Recruiting search for new commissioners
- Does Unit have a membership plan of action
- When will the calendar be planned at Unit level?

## Flyers and Support Items

- Spring Training 1 pager
- Spring District Calendar
- Event Flyers

## ACTION ITEMS DURING MAY

- Identify 1 Commissioner Candidate from each unit
- Provide quality feedback to your ADC on observations at your unit visit