

□TWELVE RECOMMENDED MONTHLY ASSIGNMENTS FOR UNIT COMMISSIONERS

A Planning Tool for District Key-3s, ADCs and UCs

A. Unit Commissioners are the **only** district or council people specifically assigned to visit units. They are the **only** volunteers assigned to **regularly** visit, befriend, coach and help units. They **are** the council's Quality Assurance Team...

IF...

they make meaningful monthly visits and actually help units improve their program . . . for kids' sake.
Visiting **Every Unit, every month** is the Unit Commissioner's **imperative task**.

B. Listed below are twelve basic, monthly assignments developed by a team of experienced district commissioners. Encourage your district to:

1. Review these twelve suggested assignments.
2. Add and delete topics to better fit your units' and district's needs.
3. Thoughtfully decide in **which month** each should be assigned – mixing unit committee and unit leader visits as much as possible.
4. Finally, add detail to the assignments so that even a new unit commissioner can do it with confidence. Call reluctance and uncertainty are inhibitors to making meaningful visits.

C. The Twelve Assignments:

Month: **Visit the unit committees** (four per year, perhaps once per quarter).

_____ For their annual recharter preparation and Quality Unit Assessment.

_____ At their annual program planning session and/or round-up planning.

_____ To Fast Start train all non-Fast Started adults.

_____ To help identify next summer's and fall's leadership, especially in packs.

Month: **Visit the youth meetings** (four per year, perhaps once per quarter).

_____ Fall

_____ Winter

_____ Spring

_____ On an outing or at camp

Month: **Visit with unit leaders, away from meetings** (three per year).

_____ Cubmaster/Webelos leader/Scoutmaster fall (Oct.) meeting to plan/coordinate Webelos

_____ February/March graduation. Goal: 100% transition of 2nd yr. Webelos into Boy Scout Troops.

_____ Webelos leader/Scoutmaster (Jan.) meeting to finalize Webelos February/March graduation.

_____ One-on-one relationship building/coaching/problem-solving with CMs and SMs, and discussion of possible Webelos leader role with troop as assistant Scoutmaster or member of committee.

Month: **Chartered Partner recognition/relationship building** (one per year).

_____ Assist committees in charter presentations to Chartered Partner

D. Many of these visits are suggested directly, in the Unit Commissioner Guidebook. Others are suggested in other national literature such as Webelos graduation planning and Fast Start training.

There is much **important** work to be accomplished with units. But the **most** important task is to **physically** get out and see the unit and its leaders **every month**. Unit commissioners will see them in good times and bad, the depth of leadership, the quality of program being delivered, the adherence to youth protection and safety policy, etc. In addition, because the unit commissioner visits regularly **enough to become a friend** and shows real interest and concern, they'll be trusted and listened to, when coaching needs to be done.

If you wear the Wreath of Service as a Unit Commissioner, the measurements of your effectiveness for kids are:

1. Do you make meaningful **monthly visits with a purpose**, that help your units in some way?
2. Are you helping every unit work toward **achieving the criteria for the Quality Unit Award**, every year?
3. With your help, are they **delivering real, top quality Scouting** that keeps kids coming back for more?
4. Are your units **rechartering on-time** as **Quality Units**, with good or **improving retention** of members?

Effective Commissioners, in doing the tasks above, improve retention of youth. And it is **ONLY** when we keep youth in, with quality unit programming, that we change their lives for the good . . . developing young Americans with the **values** of the Scout Oath & Law **written** on their **hearts**, and trained for **leadership & community service**.