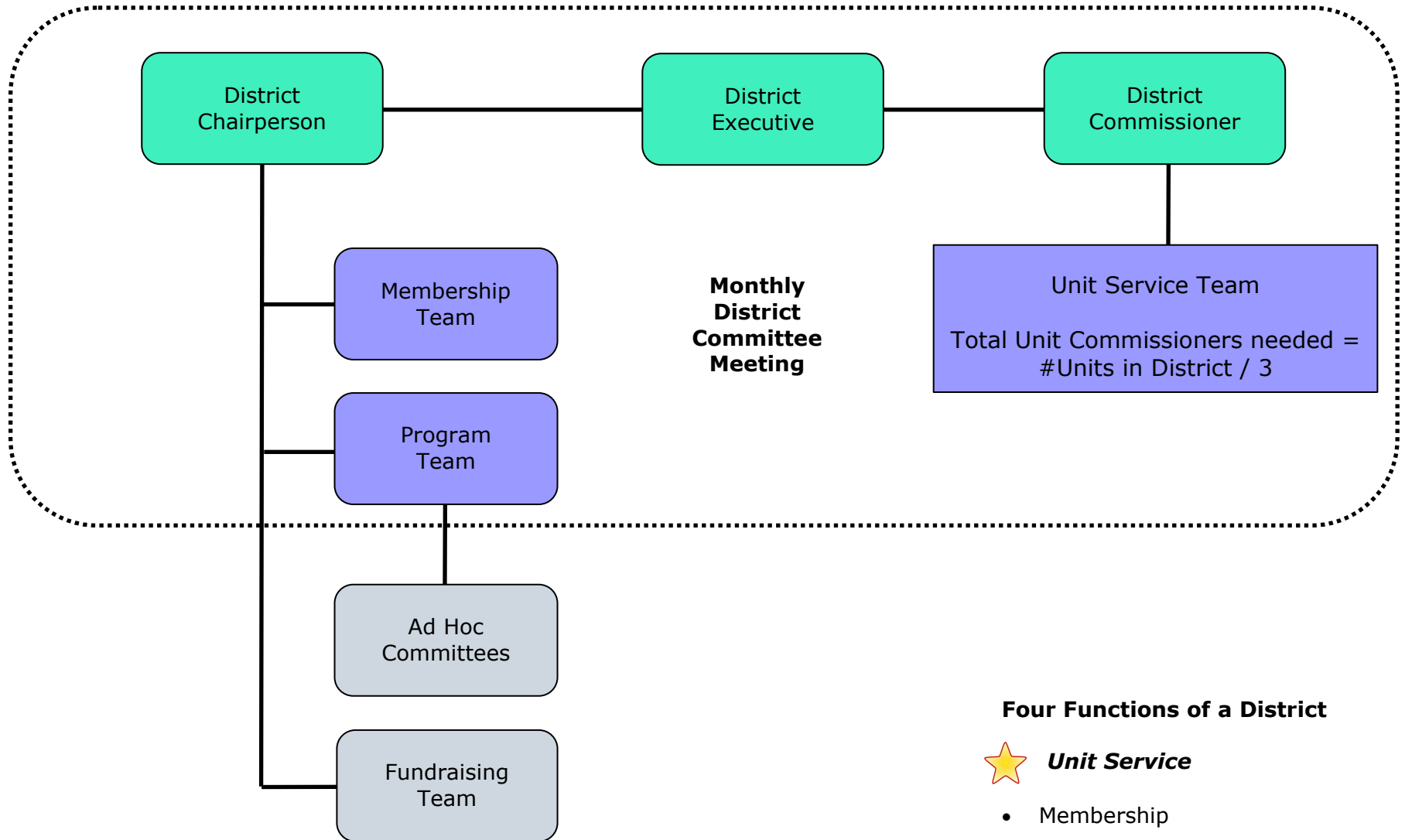


# Unit-Focused District Operations



## Four Functions of a District

★ **Unit Service**

- Membership
- Program
- Finance

# Unit-Focused District Operations

## District Chairperson

Gives overall direction to the district by creating a vision and recruiting volunteers to serve on the district team to make the vision become reality.

- Member of the District Key 3

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### Membership Chair

Gives leadership to the membership recruiting activities in the district.

- Works closely with the Unit Service Team to ensure every unit has a good plan for recruiting and retaining members
- Works closely with the District Executive to ensure new units are organized in areas that do not have easy access to a Scouting program
- Participate in monthly District Committee meeting

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### Program Chair

Gives leadership to the program activities (Activities, Advancement, Camping & Training) in the district.

- Works closely with the Unit Service Team to ensure unit leaders are knowledgeable about the resources available to them for providing a quality experience for youth members.
- Participate in monthly District Committee meeting

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### Ad Hoc Teams

Are formed to address a specific need or project within the district. These may include:

- District Recognition Dinner
- Scouting for Food
- District events for youth (camporees, etc.)

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### Fundraising Chair

Gives leadership to the fundraising activities (FOS, product sales) in the district.

- Works closely with the Unit Service Team to ensure parents of youth members are given the opportunity to participate in the FOS campaign through unit presentations
  - Works closely with the District Chair and District Executive to ensure the district is raising its fair share of the council budget
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# Unit-Focused District Operations

## District Commissioner

Leads the Unit Service Team (commissioners) to ensure the district has healthy units that recruit and retaining youth members.

- Member of the District Key 3

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### Unit Commissioners

Serve as a coach/mentor to unit volunteers, helping them provide a quality experience for youth which attracts and retains members.

- Participate in monthly District Committee meeting
- Works with no more than 3 units at one time
  - Units may change based on greatest need
- May serve on Ad Hoc committees if desired

### Specific Responsibilities

- Ensure the unit(s) recharter on-time
- Assist unit leaders with developing a calendar & budget
- Facilitate training of unit leaders
- Promote camp participation of the unit(s)
- Facilitate Family FOS presentations in the unit(s)
- Closely support membership recruiting efforts within unit(s)

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## District Executive

Serves as the executive director for the district. Focus is on the day-to-day operations of the district through frequent communication with the District Chairperson, District Commissioner and other district volunteers.

- Member of the District Key 3





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# District Committee Meeting

Sample District

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## Date, Time & Location

### Opening

District Chair

- Upcoming meetings & events
- Recognition
- Council News
- Focus topic (if any) for this month

### Breakout Group Session

#### Unit Service Team - Commissioners

District Commissioner

- Discuss focus topic (if any)
- Review Unit Health Scorecard
- Select units that need the most attention this month
- Determine plan of action for each unit
  - Select commissioners that will focus their attention this month on these units

#### Membership Team

Membership Chair

- May meet separately with District Executive, District Chair and/or other volunteers to focus on upcoming membership recruiting events
- OR may join the Unit Service Team breakout to give assistance in helping specific units grow in membership
- Discuss focus topic (if any)

#### Program Team

Program Chair

- May meet separately with District Executive, District Chair and/or other volunteers to focus on upcoming program related functions
- OR may join the Unit Service Team breakout to give assistance in helping specific units develop a stronger unit program
- Discuss focus topic (if any)

### Report Session

- Each team gives a report on any action planned for the next month that may be important for the other teams to be aware of

### DE Minute

District Executive

### Closing

District Chair or Commissioner

- An inspirational message for the group

### Adjourn