

BALTIMORE AREA COUNCIL	District Commissioner
SCOUTS BSA	JOB DESCRIPTION

Commissioner Vision Statement: Every member of the BSA has a **great** Scouting experience.

District Commissioner - Job Responsibilities:

- Reports to the Council Commissioner
- Serves as a member of the District Key 3, and meets regularly with the District Chair and District Scout Executive to coordinate the work of the District and assess its progress.
- Recruits, appoints, trains, supervises, and motivates the Assistant District Commissioner and Unit Commissioner team so all units in the District receive regular helpful service or assistance from a Unit Commissioner.
- Develops a "New Unit Commissioner Orientation plan". Conducts onboarding discussions and ceremonies on a timely basis. Provides Training schedules and materials needed to implement the orientation.
- Conducts monthly meetings with the Commissioner team to review the health of each unit and plan who will help meet specific unit needs during the month ahead.
- Assigns and oversees that "mentors" to new Unit Commissioners visit units together for the first few visits.
- Directs Unit Commissioners to establish and maintain a system of a minimum of 6 contacts to each unit.
- Directs the Unit Commissioners to report and record their unit contacts with the Internet-based "Commissioner Tools".
- Oversee that the "Unit Service Plan" is implemented in all units in the District twice a year. Work with the District Chairman to collaborate efforts along with the District Committees to deliver unit service as needed based on the results of the "Detailed Assessment" results.
- Administer the annual Commissioner Service Plan, which gives specific purposes for Commissioner contacts with units at designated times of the year.
- Oversees the unit charter renewal plan and procedures to ensure that each unit reregisters on time and with optimum membership.
- Participate in monthly District Committee meetings to report on status of units and communicate specialized needs.
- Serves as a member of the Council Commissioner's Cabinet and attends meetings to represent the District.
- Participates in the College of Commissioner Science (Service) under the leadership of the Assistant Council Commissioner of Training and College Chancellor.
- Supports local and national Scouting policies, procedures, and practices.
- Recruits and direct Roundtable Commissioners are responsible for planning and operating successful Cub Scout, Scouts BSA, and Senior Youth Program leader roundtables each month.