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| **MID-AMERICA COUNCIL**  | **ACC Commissioner Training / Recognition** |
| **BOY SCOUTS OF AMERICA**  | **JOB DESCRIPTION** |

**Council Vision Statement:** *Unparalleled experiences for more youth. Unparalleled experiences create value, enthusiasm, robust growth and retention of program participants.*

**ACC Commissioner Training / Recognition Job Responsibilities:**

* Reports to the Council Commissioner
* Be registered as Assistant Council Commissioner.

* Provide timely and accurate information regarding train­ing and recognition to the Council Commissioner.

* Promote to the District Commissioners the completion of Commissioner Basic Training by all newly appointed Commissioners within two months of appointment, and completion of advanced commissioner training as soon as practical thereafter.

* Build Commissioner Basic training teams and ensure that Commissioner Basic Training is offered somewhere in the council no less frequently than every three months, and that the availability of such training is widely advertised across all districts in the council. Work with the ACC of Commissioner Marketing.

* Promote the commissioner recognition programs, including the Arrowhead Honor, Commissioner’s Key, and Distinguished Commissioner Awards. Make presentations at District Commissioner meetings.

* Assist districts and service areas in planning and conducting Commissioner Basic Training.

* Gather and maintain records of Commissioner Basic Training planned by districts and completed by commis­sioner position within districts. Report this information monthly to the council commissioner and the ACCs.

* Oversee District Commissioner Training. A new training syllabus is being developed that will train all new incoming District Commissioners.

* Oversee the implementation of Commissioner College.
	+ Provide timely and accurate information regarding the College of Commissioner Science.
	+ Assist the Council Commissioner and College President by overseeing and providing leadership to all aspects of the annual College of Commissioner Science, including:
		- Recruitment of key staff (to include program deans)
		- Development of curriculum
		- Publicity - work with the ACC of Commissioner Marketing.
		- Selection of facility, including all required logistics.
		- Subsequent analysis of submitted critiques for continued improvement of the College of Commissioner Science.
	+ Recruit the dean of instruction and curriculum and individual program deans for the bachelor, master, and doctoral programs.
	+ Working with the college President and college deans, annually review and refine offered curriculum.
	+ Ensure that national syllabus courses are reviewed and considered for inclusion.
	+ Coordinate PHD recognition for the college and thesis submissions for the council web site.

* Coordinate the new Commissioner Basic Training for Roundtable Commissioners and Administrative Commissioners.

* Review Commissioner training records by district. Report to the District Commissioners on the trained / untrained commissioners in their district.

* Promote all levels of Commissioner recognition at district Commissioner meetings.

* Monitor council Commissioner awards inventory.
* Attend all Leadership Summit Meetings.
* Visit district Commissioner Meetings to promote training and recognition.

* Attend Council Training Committee Meetings representing Commissioner Training.
* Participate in quarterly CC / ACC / DC conference calls.