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| **MID-AMERICA COUNCIL**  | **District Commissioner** |
| **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.*

**District Commissioner Responsibilities:**

* Reports to the Council Commissioner
* 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.

* Develop a "New Unit Commissioner Orientation plan". Provide 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.

* Assign 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.
* Attend Leadership Summit meetings.

* Oversees the unit charter renewal plan and procedures to ensure that each unit reregisters on time and with optimum membership.

* 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.
* 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 team and attends meetings to represent the district.

* Participates in the College of Commissioner Science under the leadership of the Assistant Council Commissioner of Training / College President.

* Supports local and national Scouting policies, procedures, and practices.

* Recruits and directs Roundtable Commissioners who report to the district commissioner and are responsible for planning and operating successful Cub Scout, Boy Scout, and Venturing leader roundtables each month.
* Participate in Council Commissioner conference calls as needed.