Learning Objectives

• The **best** Technology Tools for unit commissioners

• Why these Tools are the most effective

• How to easily find and use these Tools
Unit Commissioner’s Mission

- Provide consistent, good unit service
- Maintain positive relationship with unit leadership
- Ensure unit is healthy and serving their youth
- Assist unit to successfully submit charter on time
The **Best** Tools For A Unit Commissioner

- Listings of Leaders:
  - Unit, Unit Key 3 & District Members
- Making/Recording Unit Contacts
- Unit Advancement/Activity
- Trained Leaders
  - Position Specific & YPT
Roster Listings – Why Important?

- Knowing the key unit people to contact
  - Build relationships
  - Contact details – phone, email, other
  - Provide needed help for unit
- Key district level contacts
  - Additional help/assistance, as needed
- Youth grade/age listing
  - Potential needs for additional recruitment
How Do I Find **Unit** Leader Information?

- Go into My.scouting
How Do I Find Unit Leader Information?

<table>
<thead>
<tr>
<th>Member ID</th>
<th>Prefix</th>
<th>First Name</th>
<th>Middle Name</th>
<th>Last Name</th>
<th>Suffix</th>
<th>Position Name</th>
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How Do I Find **District** Leader Information?
How Do I Find Youth Age Information?
How Do I Find Youth Age Information?
Pause for Understanding and/or Questions
Unit Contacts – Why Important?

- Continual relationship building with unit leaders
- Learn about the unit
  - Leaders, program, progress, strengths, weaknesses, areas needing help, celebrate successes
- Understand unit health status
- Provide valuable help when/where needed
- Document information
  - “Commissioner’s Notebook”
Unit Contacts – Which One Do I Use?

• Detailed Assessments
  • Perfect for understanding total unit activities and unit health
  • **Highly recommended** to do collaboratively with unit leader and committee chair
  • Best to do in first quarter of each year
  • Do at least one per year
  • Include comments, areas needing help, succession planning, potential UC candidates
  • Can develop Unit Service Plan when completing the Detailed Assessment

• Simple Assessments
  • Complete for ALL other unit contacts
  • Document comments from each visit (“commissioner’s notebook”)
  • Update health score if change and why
How Do I Find Unit Contact/Assessments?

From My.scouting Menu, Select Contacts, then Select Org Level for Desired Unit
Pause for Understanding and/or Questions
Unit Advancement/Activities - Why Important?

• Are the youth advancing?

• Is the unit engaged in any service projects?

• How engaged are the youth and adults in the service projects?

• Each are indicators of unit health
How Do I Find Unit Advancement?
How Do I Find Unit Activities?
How Do I Find Unit Activities?

Scoutbook Activity Log Report

Service Log

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<tr>
<th>Date</th>
<th>Hours</th>
<th>Location</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Gaga A Fields</td>
<td>10/09/2020</td>
<td>85 E. Main Street</td>
<td>Weeded, cleaned up, landscaped and planted over 450 bulbs for the spring to our Adopt-a-Spot location</td>
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<td></td>
<td>01/17/2021</td>
<td>Pack 32 Adopt-a-Spot</td>
<td>Take down holiday decorations at Pack Adopt-a-Spot and assist aging congregation at St. Stephen's Episcopal church take down theels.</td>
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<td>Total</td>
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<td>Unit Total</td>
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Pause for Understanding and/or Questions
Unit Leader Training - Why Important?

- Trained leaders in their specific role better serve their youth
- Trained leaders also help to improve unit health
- A Leader Not current with YPT needs to be
- Knowing when a leader’s YPT expires helps to prepare for recharter
- Each are indicators of unit health & leader preparedness
How Do I Find Unit Training Details?
How Do I Find Unit Leader Position Trained Status?

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<th>Unit</th>
<th>Gender Accepted</th>
<th>Chartered Org Name</th>
<th>Full Name</th>
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<tr>
<td>Pack 0032</td>
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<td>Joyce Reilly</td>
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Records: 12

Trained: 11 (91.7%) | NOT Trained: 1 (8.3%)

This information is to be used only for authorized purposes on behalf of the Boy Scouts of America. Disclosing, copying, or making any inappropriate use of this roster information is strictly prohibited.
### How Do I Find Unit Leader YPT Status?

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**Grand Total Current: 12 (100%) | Expired: 0 (0%) | Never Taken: 0 (0%)**
Pause for Understanding and/or Questions
## Summary

### Best UC Tools to Use
- Listings of Leaders
- Unit Contacts
- Unit Advancement/Activity
- Leader Training Summaries

### Benefits
- Know the Leaders
- Build Relationships
- Evaluate Unit Health
- Improve Unit Health
- Help Youth/Unit Retention
ADDITIONAL QUESTIONS?
Breakout Exercise

During the Breakout:

• First self-select a leader to keep notes and help guide discussion
  • May want to ask for assistance in taking notes
• Focus of this breakout will be on the “Collaborative” Detailed Assessment
  • Spend half the time each on two aspects of the Detailed Assessment
    • Why it’s important to do one at least once/year (1st qtr preferred)
    • What are expected positive outcomes of doing a Collaborative Detailed Assessment
  • Use the following slides for reference information
• The leader will take 2-3 minutes to summarize their group discussions for entire group
• Send notes to John Cherry: jcherry628@aol.com following Impact Session
DETAILED ASSESSMENT

- **Planning and Budget**: 5
- **Membership**: 3.5
- **Program**: 5
- **Volunteer Leadership**: 2.5
- **Unit Priorities and Details**: Completed
- **Leaders**:
  - Current: 0
  - Expired: 13
  - Never Taken: 0
  - Not Trained: 9
  - Trained: 4

See List of Leaders Needing YPT
See List of Not Trained Leaders

Create Unit Service Plan
DETAILED ASSESSMENT

Priority Need(s):

- Issues with Key 3
- Unit not meeting
- Unit with no leader
- Unit with no committee
- Unit with no new members
- Unit conflict with Chartered Organization
- New unit leader lacks orientation or training
- Unit with weak leadership
UNIT SERVICE PLAN