

LDS Scouting Positions

Bishopric Counselor

Ward Chartered Organization Representative (CR)

District Position: Unit Commissioner

Wherefore, now let every man learn his duty, and to act in the office in which he is appointed, in all diligence. D&C 107:99

The Purposes of Your Calling: Through your ward outlined Scouting Program, assist through delegation ward Scout leaders and have personal contact with all the young men in your ward, from Cub Scouts, 11-Year Old Scouts, Scouts, Varsity and Venturer programs to help them achieve the purposes of LDS Scouting. The Chartered Organization Representative (CR) in a Church of Jesus Christ of Latter-day Saints (LDS) unit is a member of the Bishopric (usually the Second Counselor), but any worthy male as appointed by the Bishop may serve in this position.

Explanation

The ward is the chartered organization and, as such, charters the pack with the Boy Scouts of America each year through the local council. The Chartered Organization Representative is the liaison between the chartered organization and its Scouting units (pack, troop, team, crew). The CR represents the chartered organization on the local council level.

The Purposes of LDS Cub Scouting

1. Character development. 2. Spiritual Growth. 3. Good citizenship. 4. Sportsmanship and fitness. 5. Family understanding. 6. Respectful relations. 7. Personal achievement. 8. Friendly service. 9. Fun and adventure. 10. Preparation for Boy Scouting. 11. Preparing to receive the Aaronic Priesthood.

Methods of Cub Scouting

1. Home and neighborhood centered. 2. Family involvement. 3. Advancement Plan. 4. Den. 5. Ideals: Cub Scout Promise, The law of the Pack, The Cub Scout Sign, Handshake, Motto, The Salute. 6 The Uniform. 7. Activities. These methods are what make Cub Scouting happen in the lives of boys and their families.

The purposes of LDS Scouting are twofold. Those of the Aaronic Priesthood are:

- (1) Become converted to the gospel of Jesus Christ and live by its teachings.
- (2) Magnify Priesthood callings and fulfill responsibilities of his priesthood office.
- (3) Give meaningful service.
- (4) Prepare to receive the Melchizedek Priesthood and temple ordinances.
- (5) Commit to, prepare for, and serve an honorable full-time mission.
- (6) Prepare to become a worthy husband and father.

Second, it is the mission of the Boy Scouts of America to serve others by helping to instill values in young people, and other ways to prepare them to make ethical choices during their lifetime in achieving their full potential. The values we strive to instill are based on the Scout Oath and Law. The aims of Scouting are to develop in youth (1) a strong ethical character, (2) an active, participating citizenship, including leadership ability, and (3) personal fitness: physical, mental, emotional and moral.

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Guidelines of Your Stewardship:

- Register with the Boy Scouts of America. Maintain that each young man is registered.
- The Chartered Representative is the direct contact between the ward Scouting units and the chartered organization.
- This individual is also the organization's contact with the district committee and the local council.
- The Chartered Organization Representative may become a member of the district committee and is a voting member of the council. If the chartered organization has more than one unit, one representative serves them all.
- Become Quick Start and Basic Trained in Cub Scout, Eleven-Year Old Scouts, Scouts, Varsity and Venturer and Advance trained through Wood Badge.
- The Chartered Representative is the direct contact between the pack and the chartered organization.
- This individual is also the organization's contact with the district committee and the local council.
- Suggest to the bishop recommendations for making callings for the right leadership for the units
- Encourage unit leaders and committee members to take Fast Start, Basic and Advanced training.
- Promote well-planned unit programs.
- Serve as a liaison between the units and the organization.
- Organize enough units.
- Promote the recruiting of new members.
- See that the boys graduate from unit to unit.
- Assist with the charter renewal.
- Suggest Good Turns for the organization.
- Encourage the unit committee to hold meetings.
- Cultivate organization leaders.
- Encourage outdoor program activities.
- Emphasize advancement and recognition.
- Bring district help and promote the use of district personnel and materials.
- Use approved unit finance policies.
- Encourage recognition of leaders.
- Cultivate resources to support the organization.
- Represent your ward organization (ward) at the council level.
- The ward budget allowance covers all Primary expense, including those associated with Cub Scouting, Scouting for eleven-year-old boys.
- Wear a full Scout Leaders uniform.
- Get to know and become closely aware of all leaders and young men in your ward.
- Conduct the monthly Ward Key Scout Leaders meeting.
- Determine that all scouting units are planning tentatively one year ahead in their programs and definitely programs three months in advance.
- Read manuals fully, review scouting videos if available.
- Maintain the standards of a chartered organization and BSA.
- Be responsible that **leaders are trained and operate Quality Unit Awards programs.**
- Actively participate in all units' scouting activities.
- Maintain a Personal Achievement Record for each young man to be reviewed with his Scouting leader.
- Correlate and encourage parent involvement.
- Secure adult help and resources as needed through your adult committees.
- See that plans are carried out with a priesthood purpose.
- Become proficient at being a good leader developer, through study, awareness and application.
- Through the adult committees, provide trip permits for all outside the ward activities involving travel.

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- Maintain two-deep advisor leadership in all activities.
- Develop a relationship with District Council as an active and voting member, understanding policies and procedures reference materials, Church and BSA guidelines.
- You are the primary motivator in your unit and responsible for its success.
- Take charge of and report regularly to the Bishop regarding activities through Key Scout Leaders Meetings.
- Correlate spirituality and priesthood purposes into your program.
- Rule One: Make **it fun!**

Qualifications You Should Develop

- Ability to work closely with young men.
- Ability to organize time effectively.
- Ability to develop leadership and team spirit.
- A testimony and good relationship with the Lord

Meetings/Activities to attend

- Weekly Mutual meetings, and available planning meetings.
- Conduct monthly Ward Key Scout Leaders Meeting.
- District Round Table, District Committee Meeting, or District Commissioner Meeting monthly.
- District and Council activities.
- General Church meetings.
- Appropriate stake YM and YM/YW activities, i.e., Standards Night, Sports, Stake Dances, etc.
- Monthly pack leaders meeting
- Monthly pack meeting
- Annual Pack Program Planning Conference

Average amount of time spent in your calling per week: 8-10 hours

Handbooks or supplemental materials available to help you:

- Scouting Handbook (LDS)
- Aaronic Priesthood Leadership Handbook (LDS)
- Duty to God and On My Honor Awards (LDS)
- For the Strength of Youth booklet (LDS)
- The Boy Scout Handbook
- Charter Organization Representative Guidebook (BSA)
- Charter Organization Representative #33118C
- (BSA) Troop Committee Handbook #33505B
- (BSA).Fast Start Videos: Cub Scout Fast Start#AV01V022, Boy Scout Fast Start#AV026, Varsity Scout Fast Start#AV02V004.

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The Chartered Organization Representative

The LDS Chartered Representative is automatically a member of the district (stake) and the scout council, when he is called as the Counselor (usually the Second Counselor) in his ward or branch. He then becomes the head of the chartered organization. This individual must be registered with the BSA and be a member of the chartered organization. There is only one chartered representative for each chartered organization (ward or branch) regardless of the number of units within the ward (Cubs, New Scouts, Scouts, Varsity, Venturers).

The Chartered Representative is:

1. The head of the chartered organization's scouting ward or branch.
2. An active and involved member of the district committee.
3. A member of the local council representing the interests of the chartered organization.

The Chartered Representative:

- Assists the bishop in selecting good youth leadership. The best available unit leader and one or more assistants will assure success.
- Strongly encourage participation in training opportunities. In order to deliver the Scouting program, a leader must know what the Scouting program is. Training provides this through Fast Start, Basic, and Advanced Training, as well as monthly roundtables which give valuable program support.
- Develop and promote a well-planned program. Boys and young men stay in Scouting because of the program. Myriad resources are available and help is available on the ward and stake levels.
- Act as liaison between the units and the organization. It's important that chartered representatives are aware of their units' programs. It's also important to see that the policies of the chartered organization are carried out by each of its units.
- If the organization's goal is to serve youth of all ages, units must be made available. The chartered representative should establish and maintain the organization units as needed.
- Selecting leaders. Boys and young men continually outgrow the program of a unit. This is perfectly natural. A constant selection of good leaders is needed and this should include contact with parents to secure capable leadership.
- See that members progress from one program phase to the next. Scouting is designed to move a boy from Cub Scouting, New Scouts, Boy Scouting, Varsity, and Venturing. Encourage the graduation of youth members to retain their interest in Scouting and in the chartered organization.
- Rechartering. The chartered representative is primarily responsible for this annual function. Make sure all units conduct a charter review and later have a charter presentation. Move-in youth and leaders should be immediately registered with the scout council office as they become a part of the organization to ensure that they have risk insurance coverage, and can be given proper awards and advancements.
- Encourage each unit to earn their National Quality Unit Award.
- Hold monthly Ward Key Scout Leaders Meetings and unit committee meetings. Regular unit committee meetings are important to see that all functions are covered and that the unit leadership is properly supported.
- Train and encourage organization leaders. Be sure the leaders of the chartered organization, as well as the parents, are kept informed about and are involved with their Scouting units.
- Encourage outdoor programs. Three-fourths of "Scouting" is "outing." Youth members respond to a vigorous outdoor program.

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- Emphasize advancement and recognition. Regular periodic boards of review, courts of honor, parents' nights, Cub Scout pack recognitions, and the adult-type recognitions in Varsity and Venturing programs are important to youth members. Careful attention should also be given to Church religious emblems program, such as the Duty to God and On My Honor awards.
- Bring in district (stake) help and promote its use. One of the coordinator's most important job as a functioning member of the district committee is to mobilize the district's resources in support of the organization and its units. A wealth of program assistance and resources is available. Professional and volunteer help is close at hand to help in problem solving.
- Use approved unit finance policies. Scouting units should plan to "pay their own way." The Boy Scouts of America and the chartered organization have definite standards on unit money earning projects. It is important that these standards be followed.
- Develop ward and stake resources. Each chartered organization is made up of members who have enormous resources available to be mobilized. Learn the needs of the units and explore ways to meet those needs through chartered organization and stake members.
- Represent your organization in the district (stake) and scout council. As a member, your talents and experience are important.

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Responsibilities of the Unit Commissioners from the BSA Commissioners Fieldbook

1. Help each unit earn the Quality Unit Award.
2. Use the annual commissioner service plan, with its scheduled opportunities for commissioner contact with units.
3. Know each phase of the Scouting program and be able to describe what each is and how each works. Review Scouting program literature.
4. Visit unit meetings.
 - A. Observe the unit in action and determine the degree to which the descriptions in the literature are being followed.
 - B. Privately use the commissioners worksheet.
 - C. If called upon, participate or help in some of the regular activities of the unit.
5. Visit regularly with the unit leader.
 - A. Listen to what the unit leader has to say about being a unit leader.
 - B. Offer encouragement and support
 - C. Using literature and profile sheet, help the leader see new opportunities for improvement.
 - D. Maintain the best possible relationship with unit leadership.
 - E. Help the leader with forms and applications
 - F. Encourage unit participation in district and council program events.
6. Work to assure effective and active unit committees.
 - A. Visit with the unit committee periodically.
 - B. Observe the committee in action
 - C. Using the literature, offer suggestions for improvement.
 - D. Work with the committee to solve problems and improve unit operation.
7. Keep in touch with the chartered organizations of the units you serve
 - A. Meet and orient the chartered organization representative.
 - B. Meet the head of the organization and explain your role as helper of units
 - C. Help develop a good relationship between unit leaders and chartered organization leaders.
 - D. In close cooperation with the district executive, give the leaders of the organization a brief progress report and compliment them for using Scouting.
8. Know the neighborhood (ward) in which units are located.
 - A. Help graduating members of one program join the next level of Scouting.
 - B. Identify potential sources for new youth members.
 - C. Cultivate men and women of good moral character who might become Scouting leaders.
 - D. Know chartered organizations and prospective ones.
 - E. Learn about resources and characteristics of the neighborhood (ward) which may affect a unit.
9. Know the district and council.
 - A. Identify resources that can help the unit.
 - B. Know scheduled events that will help the unit.
 - C. Work closely with the professional staff.
 - D. Use members of district operating committees to help meet specialized needs of your units
10. Set the example,
 - A. Adopt an attitude of helpfulness

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- B. Keep promises.
 - C. Be concerned about proper uniforming.
 - D. Be diplomatic.
 - E. Be a model of Scouting ideals
11. Continue to grow as a commissioner through training experience and consultation with others in the district.
 12. Involve unit personnel in Cub Scout roundtables, Boy Scout roundtables, Varsity, Scout huddles, and Venturing Officers Association meetings.
 13. Make certain that proper techniques are used to select and recruit unit leaders.
 14. Facilitate the on-time annual charter renewal of all assigned units.
 - A. Help the unit conduct a membership inventory of youth and adults.
 - B. Help the unit committee chairman conduct the charter renewal meeting.
 - C. See that a completed charter renewal application is returned to the council service center.
 - D. Present the new charter at an appropriate meeting of the chartered organization
 15. See that unit leadership participates in adequate training.