



Unit Commissioner

Welcome to Unit Commissioner Service. The intent of this handout and the commissioner breakout classes are to help you understand your position and help you be successful.

Get ready to gain important knowledge which will help you understand how to be successful. Each unit you are assigned to as a unit commissioner is lucky to have you as a unit commissioner. You are in a key position to help each and every one of these units succeed. What does success look like for a unit, we will cover this in our breakouts but a simple answer can be stated as a unit that understands the Journey to Excellence (JTE) and is making good steps in accomplishing their JTE goals.

In an attempt to help you on your journey to being an excellent unit commissioner here are some basic steps we would encourage you to take:

1. Complete your registration and online training
 - a. Complete an adult registration form and get signatures from your stake (zone) and make sure this is turned into Nick Hutchinson. Normally you need to turn in proof of completing the Youth Protection Training along with your application. This can be accessed at myscouting.org. Choose the E-Learning link at the upper left part of the screen. If you have problems accessing the E-Learning at myscouting.org contact Nick Hutchinson.
 - b. Once you are registered again access myscouting.org and enter into My Profile. Make sure all the information is correct and at the bottom make sure you have entered your membership ID. If you don't have your membership ID please contact Nick Hutchinson at nick.hutchinson@scouting.org. If your registration has gone through and everything is set up correctly you should see on the left hand pane a section called District Tools. Under this should be a Unit Visit Tracking option. If this is not available again please contact Nick.
 - c. Under E-Learning please make sure your youth protection training is green. Also complete under Fast Start Training the Unit Commissioner Fast Start Training option.
 - d. Attend the BCS 101 class which is offered at round table every other month.
2. Go to the following URL and complete basic training for a unit commissioner.
http://www.scouting.org/scoutsource/commissioners/training/basic_training.aspx
3. Attend round table each month realizing you have split responsibilities
 - a. Help the units you are working with which probably includes helping them attend their appropriate round table break out so they can gain ongoing training. In these cases you may need to attend with them.
 - b. Attend the commissioner breakout sessions so you understand your position and responsibilities. A list of the classes for the year are contained in this handout in order to help you better plan your Round Table attendance.
 - c. Gain knowledge of district and counsel activities and events which you can use in helping your units succeed.
 - d. If you are a primary president start in the primary president breakout in the north building north relief society room. If you are a stake primary counselor there is also a breakout of you in the north building.
4. Add into your calendar the next College of Commissioner Science. This is a Saturday training which has several classes where you can receive a Bachelors, Masters and PHD in Commissioner Service. This is a quick way to gain knowledge how to be an effective unit commissioner. To determine when the next college is being held go to the district training website at www.utahscouts.org/orem/ and click on the Training link under the two trained badges. Scroll through the list looking for College of Commissioner Science.
5. Commit to achieve the adult recognitions for service as a unit commissioner. We encourage this because as you strive to achieve these awards you will find your knowledge of how to be successful as

a unit commissioner is greatly enhanced. Attached are forms which will help you understand this adult awards journey to excellence.

6. Obtain a copy of Commissioner FieldBook For Unit Service and study. Purchase or download from <http://www.scouting.org/filestore/pdf/33621.pdf> .

Round Table Commissioner Breakout. There are two classes available each month. The schedule for both are listed below.

	Track A	Track B
January	BCS 116 Using the Unit Self-Assessment Tools	Track B starts in February
February	BCS 113 Service to New Units or Units not functioning well	BCS 101 Introduction to Commissioner Science
March	BCS 113 Service to New Units or Units not functioning well	MCS 303 Commissioner Lifesaving I
April	BCS 114 Good Commissioner-Professional Relationships	BCS 101 Introduction to Commissioner Science
May	BCS 114 Good Commissioner-Professional Relationships	MCS 304 Commissioner Lifesaving II
June	BCS 106 A Commissioner's Priorities	BCS 101 Introduction to Commissioner Science
July	BCS 106 A Commissioner's Priorities	MCS 309 Good Commissioners Need Both Head and Heart
August	BCS 102 Unit Charter Renewal	BCS 101 Introduction to Commissioner Science
September	BCS 102 Unit Charter Renewal	MCS 306 Counseling Skills
October	BCS 103 The Commissioner and the District	BCS 101 Introduction to Commissioner Science
November	BCS 103 The Commissioner and the District	MCS 408 The Commissioner's Top 10 List
December	BCS 115 Commissioners and Diversity	BCS 101 Introduction to Commissioner Science