



Assistant Council Commissioner for Roundtables

POSITION CONCEPT:

The Assistant Council Commissioner for Roundtables is responsible to the Council Commissioner to ensure that quality Scout Leader Roundtable are being conducted in each District, for all levels of the program, in keeping with National BSA guidelines. This position works with the Roundtable Commissioners (Cub Scout, Boy Scout, and Venturing) who have been recruited by their respective District Commissioners and/or the Assistant District Commissioners for Scout Leader Roundtable, depending on the structure the Council has selected. This volunteer position should ensure that Scout Leader Roundtable Commissioners provide training from the program-specific National Syllabus, have access to the appropriate Roundtable Planning Guides, and are executing programs based on National BSA materials, while appropriately tailoring a program to serve the Council's geography and other aspects that are unique to the Council and District.

The Council should select the most appropriate volunteer structure for its unique situation. By way of example:

- The ACC for Roundtables could work with District Roundtable Commissioners and/or the Assistant District Commissioners for Scout Leader Roundtable.
- The ACC for Roundtables could work with the Roundtable Commissioners, and/or Assistant District Commissioners for Scout Leader Roundtable for each program level.
- The ACC for Roundtables could work with District Roundtable Commissioners, and /or ADC's for Roundtables, in specific districts or geographical areas as designated by the Council Commissioner.

SUGGESTED POSITION ELEMENTS:

1. **Recruiting:** Recruit necessary Roundtable Commissioners as required by the designated Council structure. Encourage all assigned Roundtable Commissioners to recruit as many Assistant Roundtable Commissioners as needed to effectively accomplish Roundtable functions.
2. **Talent Management:** Become personally acquainted with, and maintain regular contact with all assigned Roundtable related Commissioners, including locations, dates, and times for all Roundtable Meetings. Make occasional in-person visits and evaluations of programs presented.
3. **Training Support:** Provide/promote training, via National materials, for all Roundtable related Commissioners on a regular basis.
4. **Program Planning and Content:** Work with the Council Commissioner and other key volunteers to design a Council Roundtable that meets the unique needs of the Council, while taking advantage of National support materials and programs of emphasis. Conduct an annual planning/training gathering for all Roundtable related Commissioners, and conduct quarterly or semi-annual follow-up meetings to assess progress and make necessary adjustments.
5. **Technology Utilization:** Promote the use of technology to ensure that Roundtable meetings are adequately promoted and that the meetings engage and empower the volunteers. Explore the use of technology to support those who are not able to attend the meetings in person or to otherwise distribute materials and resources to assist the volunteers.
6. **Information Dissemination and Promotion:** Disseminate current BSA news and points of interest, including new merit badges, program changes, upcoming literature, etc., so the District Roundtable provides valuable and timely information for the volunteer base. Create a presence at Council Events by promoting Scout Leaders' Roundtable as *THE* place to go for Leaders who want to be in the know, share Scouting Fellowship, and have FUN!