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## *ROSTER REVIEWS: SEARCHING FOR COMMISSIONER CANDIDATES*

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### *DEVELOPING A COMMISSIONER PROSPECT LIST*

A good district recruiting plan begins with identifying the need:

- What types of commissioners are needed
  - Administrative?
  - Unit?
  - Roundtable?
  - Specialists?
  - Generalists?
- How many of each type are needed?

A list of prospects is needed to meet those needs.

While serving as Scout Executive of the Bay-Lakes Council in Appleton, Wisconsin, Mike Surbaugh [currently Chief Scout Executive] developed a process that may be of value to district commissioners.

It's a tested process that develops a solid prospect list and ends a common frustration of volunteers and professionals: "We just can't find anyone." It's based on the assumption that existing and former volunteers with unit experience can be excellent candidates for Unit Service.

### *THE PROCESS*

- **STEP 1**
  - Set a meeting with key leaders
    - District commissioner
    - District executive
    - Assistant district commissioners (if any)
  - Allocate adequate time for the meeting
    - Three hours usually adequate for a 50-unit (or smaller) district
    - More time or a follow-up meeting may be needed for larger districts
- **STEP 2**
  - Prior to the meeting, assemble materials
    - Five years of past leader rosters and current-year leader and member rosters for each unit in the district
    - Supplies (highlighters, blank paper, food, and beverages)

- Organize meeting room
  - Large tables to enable spreading out materials
  - Technology access (ScoutNET, my.Scouting, ScoutBook, etc.)
  - Group rosters by unit and then by year
  - Match roster groups with associated unit roster groups
    - ❖ Packs with troops from which they typically draw
    - ❖ Crews with troops from which they typically draw
    - ❖ Etc.
  
- **STEP 3**
  - Orient participants
    - Objective: find hidden talent that could be commissioner prospects
    - Effective unit commissioners would be those people who have good leadership experience in a unit, have seen the program work for their son or daughter, and are committed to the values of Scouting.
    - Starting with the oldest pack rosters, look for volunteers with a pattern of leadership experience (e.g., DL, ADL, assistant CM, CC, etc.). Highlight their names.
    - Some may drop off the unit's roster after four or five years
      - ❖ Review the associated troop roster (or search available technology) to determine if child is registered there
      - ❖ If youth is registered, check to see if parent is registered in a key leadership position
      - ❖ If not, that parent is a prospect
  - Assign participants to units and begin roster reviews
  
- **STEP 4**
  - Identify candidates
  - Examples
    - Parents were registered in the pack in alternate years. An indicator that the family is committed, both parents have good leadership experience and have decided to share the responsibility. Both might be good prospects.
    - One parent is involved in the pack; one is on the committee of a troop. This indicates they have a second son in the program. The parent serving in the pack may be a prospect when the younger child crosses over.
    - One parent was on the charter for multiple years but now has dropped off. One is now on the troop charter. They may have elected to take turns at unit leadership; the parent who served in the pack may be a prospect.
    - One parent is a second-year Webelos leader for the second time. The family may have a second son who will soon be crossing over and that parent may be a prospect.
    - Great succession of leadership in the pack, son moves on to the troop, now parents are unregistered. Both may be prospects.

- Similar situations may arise with other associated units (troops and crews, troops and ships, etc.)
    - Research a troop with many assistant scoutmasters, a crew with many associate advisors, etc. If all aren't needed, some may be prospects.
- **STEP 5**
  - For each prospect
    - Identify two key leaders who were in the unit at the same time (whether or not still active in the unit) and phone numbers for each
    - Capture phone numbers for each
  - Identified key leaders are potential references for prospects
  - *Meeting concluded*
- **STEP 6**
  - Follow up with prospect references
  - Capture information about
    - Scouting knowledge and experience
    - Passion
    - Potential
    - Priorities
    - Other current Scouting roles and responsibilities (Don't poach!)
    - Scouters to whom the prospect "can't say no"
  - Identify candidates (prospects passion, potential, and priorities that match identified needs)
- **STEP 7**
  - Make the ask
- **STEP 8**
  - If "yes," begin orientation and onboarding
  - If "no," begin follow-up process (or referral to another leader in an area that would be a better fit)