Technology Tools for Unit Commissioners

Presenter: Mike Weber
Title: National Commissioner Service Team – Technology Chair
Date: September 17, 2021
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?
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 Advancements?

The advancement report on myScouting provides a summary of advancements earned by members of the troop. This report is for internal use only and should not be disclosed, copied, or made available to unauthorized individuals.
How Do I Find Unit Activities?
How Do I Find Unit Activities?

Scoutbook Activity Log Report

- Start Date for Approved Awards: 01/01/2020
- End Date for Approved Awards: 02/27/2021
- Generated On (CT): 02/27/2021 16:00:53
- Sort By: BY SCOUT
- Date Joined: All Data
  - Date Joined: Scouts BSA

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 10/09/2020</td>
<td>2</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>
</tr>
<tr>
<td>01/17/2021</td>
<td>1</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 theirs.</td>
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</table>

Total: 3
Unit Total: 3

<table>
<thead>
<tr>
<th>Date</th>
<th>Hours</th>
<th>Location</th>
<th>Notes</th>
</tr>
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<tbody>
<tr>
<td>Gaga A Fields 10/09/2020</td>
<td>2</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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Total: 2
Unit Total: 2
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?

## Table of Trained Leaders Status

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<thead>
<tr>
<th>Unit</th>
<th>Gender Accepted</th>
<th>Chartered Org Name</th>
<th>Full Name</th>
<th>MemberID</th>
<th>Position</th>
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<td>Romney 1st United Methodist Church</td>
<td>Joyce P. Andrews</td>
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<td>Andrea L. White</td>
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<td>Benjamin R. Black</td>
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<td>Cubmaster</td>
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**Trained:** 11 (91.7%)  |  **NOT Trained:** 1 (8.3%)

**Grand Total Trained:** 11 (91.7%)  |  **NOT Trained:** 1 (8.3%)

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How Do I Find Unit Leader YPT Status?

### YPT Aging Report

This information is to be used only for authorized purposes on behalf of the Boy Scouts of America.

**Page 1 of 1**

**Council:** Laurel Highlands Council 527  
**Organization Name:** Pack 0032, Romney 1st United Methodist Church  
**Report Generated By:** Frederick Hillenbrand  
**Date Report Generated:** 02/27/2021

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<th>Program</th>
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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

• 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
### Detailed Assessment

#### Training Data:

<table>
<thead>
<tr>
<th>Training Information</th>
<th>Current</th>
<th>Expired</th>
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<td>13</td>
<td>0</td>
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<td>4</td>
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- See List of Leaders needing YPT
- See List of Not Trained Leaders

#### Planning and Budget

- 5

#### Membership

- 3.5

#### Program

- 5

#### Volunteer Leadership

- 2.5

#### Unit Priorities and Details

- Completed

- 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

Create Unit Service Plan

Category for this Service Plan

- Volunteer Leadership
- Planning and Budget
- Membership
- Program
- Volunteer Leadership

Target Completion Date
Actual Completion Date

Describe an action that will help raise assessment of performance (e.g., Develop a budget for the year)

Assist unit in developing a succession plan.

Identify person and entity responsible for the above action (e.g., Jonathon Doe, Committee Member)

Committee chair and COR along with UC.

ADD ANOTHER SERVICE PLAN