

**POSITION DESCRIPTION**

**TITLE:** Assistant District Commissioner      **FUNCTION:** Service










**POSITION REPORTS TO:** District Commissioner

**TERM OF SERVICE:** \_\_\_\_\_ **START DATE:** \_\_\_\_\_ **END DATE:** \_\_\_\_\_

**POSITION RESPONSIBILITIES:**

Responsible for recruiting and training of Unit Commissioners. Meet with the District Commissioner monthly and report any activities related to unit service. Responsible for delivering a quality program experience for the youth and adults of the District.

**PRINCIPAL RESPONSIBILITIES:**

-  Recruit a full staff of Unit Commissioners to serve the assigned area.
-  Help the District Commissioner train unit commissioners and roundtable commissioners.
-  Maintain regular contact with Unit Commissioners under your supervision.
-  Serve units with no assigned Unit Commissioner.
-  Attend monthly district commissioner staff meetings.
-  Evaluate, at least quarterly, the performance of Unit Commissioners, and provide the help necessary to give the Unit Commissioner the confidence and expertise to serve assigned units effectively.
-  Be familiar with the program themes offered by the BSA for Cub Scout Packs, Boy Scout Troops, and Venturing Crews.
-  Keep track of recharter status and progress of all units.
-  Accept other assignments made by the District Commissioner.

**POSITION QUALIFICATIONS:**

- ? Have had some background in Scouting.
- ? Have ability to recruit top level people to serve as Commissioners.
- ? Have an interest in serving the youth of the community.