

Northern Star Council, BSA



\_\_\_\_\_ District  
**ADVANCEMENT CHAIR**

**Position Concept:**

Serve as the leader and facilitator of council policies and programs as designed by the Advancement Committee to carry out the advancement & recognition functions on the district level.

**Accountable to:**

District Chair: \_\_\_\_\_ Phone: \_\_\_\_\_

**Training:**

Attend District Committee Training.

**Responsibilities:**

1. Support and uphold the policies, procedures and program of the Northern Star Council and the Boy Scouts of America, and the Council Advancement Committee.
2. Attend and participate in the monthly Council Advancement Committee Meeting and District Committee Meeting.
3. In cooperation with the District Key 3, recruit, train, and give leadership to the following committee members:
  - a) Boy Scout Advancement Specialist
  - b) Cub Scout Advancement Specialist
  - c) Eagle Board of Review Coordinator
  - d) Merit Badge Counselor Coordinator
  - e) Special Events and Awards Coordinator
4. Monitor unit advancement progress and address any areas of concern by:
  - a) Sharing information with Commissioner Staff on a regular basis, and
  - b) Assigning an appropriate committee member to contact and work with unit committee.
5. Support, promote and where possible, assist with council level advancement activities and program.
6. Give leadership to achieving the Advancement Committee Award of Excellence.

**Time Considerations:**

- Chair District Advancement Committee Meetings (frequency as needed, minimum of quarterly).
- Attend monthly District Committee Meetings.
- Attend monthly Council Advancement Committee Meetings.
- Recruitment of committee members and committee work as needed.

**Length of Service:**

All appointments end on May 31 and are subject to review by the District Key 3.

**Staff Support:**

District Executive \_\_\_\_\_ Phone: \_\_\_\_\_



Northern Star Council, BSA

\_\_\_\_\_ DISTRICT  
BOY SCOUT CAMPING PROMOTIONS CHAIR

**Position Concept:** Responsible for the promotion of Boy Scout camping within the district. Attends monthly meetings of the district committee and represents the district at monthly meetings of the Boy Scout Camp Committees and quarterly meetings of the Council Camping Committee.

**Accountable to:**  
District Chair: \_\_\_\_\_ Phone: \_\_\_\_\_

**Training:**  
Attend District Committee training.

**Responsibilities:**

1. Serve as an active member of the Boy Scout Camp Program Committee. Attend monthly meetings September through May.
2. Recruit committee members for your district's Camping Promotion Committee.
3. Train committee members in camping promotion: short-term, summer & high adventure.
4. Develop a schedule of unit promotional visits. Coordinate troop visits with the Order of the Arrow (through chapter adviser).
5. Provide recognition to units with good camping programs.
6. Conduct camping promotions at meetings of the district committee, commissioner staff and at roundtables.
7. Establish goals for unit and youth attendance at camp.

**Time Considerations:**

- A. Chair District Boy Scout Camping Committee Meetings (frequency as needed, minimum of quarterly).
- B. Attend monthly District Committee Meetings.
- C. Attend monthly Council Camping Committee Meetings.
- D. Recruitment of committee members and committee work as needed.

**Length of Service:**

All appointments end on May 31 and are subject to review by the District Key 3.

**Staff Support:**

District Executive: \_\_\_\_\_ Phone: \_\_\_\_\_



\_\_\_\_\_ DISTRICT  
**DEVELOPMENT CHAIR**

**Position Concept:**

Give leadership to the District Development Committee, whose responsible for overseeing the Friends of Scouting Campaign in the district as well as the annual popcorn sale and ensuring the district fulfills its council budget requirements.

**Accountable to:**

District Chair: \_\_\_\_\_ Phone: \_\_\_\_\_

**Training:**

Attend District Committee training.

**Responsibilities:**

1. Recruit and support and uphold train committed volunteers to carry out the finance responsibilities.
2. Ensure implementation of council finance policies.
3. Recruit and train committee on tasks provided by council finance committee.
4. Implement Friends of Scouting campaign.
5. Develop prospects and retain interest of contributors.
6. Ensure donor recognition program is followed.
7. Support council "popcorn selling" program.
8. Support council endowment development – James E West endowment promotion.
9. Inform units of unit financing policy.
10. Review units' funding project applications.
11. Achieve district's share of council finance campaigns.
12. Give leadership to achieving the Finance Committee Award of Excellence.

**Time Considerations:**

- A. Chair District Finance Committee Meetings (frequency as needed, minimum of quarterly).
- B. Attend monthly District Committee Meetings.
- C. Recruitment of committee members and committee work as needed.

**Length of Service:**

All appointments end on May 31 and are subject to review by the District Key 3.

**Staff Support:**

District Executive: \_\_\_\_\_ Phone: \_\_\_\_\_



Northern Star Council, BSA

\_\_\_\_\_ DISTRICT  
**CUB SCOUT CAMPING PROMOTION CHAIR**

**Position Concept:** Responsible for the promotion of Cub Scout camping within the district. Attends monthly meetings of the district committee and represents the district at monthly meetings of the Cub Scout Program Committee and quarterly Meetings of the Council Camping Committee.

**Accountable to:**

District Chair: \_\_\_\_\_ Phone: \_\_\_\_\_

**Training:**

Attend District Committee training.

**Responsibilities:**

1. Serve as an active member of the Cub Scout Program Committee. Attend monthly meetings September through May.
2. Recruit committee members for your district's Camp Promotion Committee.
3. Train committee members in camp promotion: Cub Scout Day Camp, Webelos Adventure Days, Camp Akela, Navajo Camp, Kiwanis Cub Camp, and Polar Cubs.
4. Develop a schedule of unit promotional visits. Coordinate pack visits with the Order of the Arrow (through chapter adviser).
5. Provide recognition to units with good camping programs.
6. Conduct camp promotions at meetings of the district committee, commissioner staff and at roundtables.
7. Approve program recommendations and budgets from program committees.
8. Establish goals for unit and youth attendance at camp.

**Time Considerations:**

- A. Chair District Cub Camping Committee Meetings (frequency as needed, minimum of quarterly).
- B. Attend monthly District Committee Meetings.
- C. Attend monthly Council Camping Committee Meetings.
- D. Recruitment of committee members and committee work as needed.

**Length of Service:**

All appointments end on May 31 and are subject to review by the District Key 3.

**Staff Support:**

District Executive: \_\_\_\_\_ Phone: \_\_\_\_\_



\_\_\_\_\_ DISTRICT  
**MEMBERSHIP COMMITTEE CHAIR**

**Position Concept:**

Lead the membership growth function of the district committee through established recruiting programs, new programs and starting new Scouting units to ensure the opportunity to join is available to all youth.

**Accountable to:**

District Chair: \_\_\_\_\_ Phone: \_\_\_\_\_

**Training:**

Attend District Committee training.

**Position Responsibilities:**

1. Support and uphold the policies, procedures and programs of the Northern Star Council and the Boy Scouts of America.
2. In cooperation with the District Key 3, recruit, train and give leadership to the following committee members and their related projects:
  - A. New Unit Organizers
  - B. Fall Youth Recruiting Chairperson
  - C. Cub Recruiting Chairperson
  - D. Webelos Transition Chairperson
  - E. Boy Scout Recruitment Chairperson
  - F. Venturing Chairperson
3. Establish annual district membership and new unit objectives, including "balanced growth" in both areas, and a plan to achieve them.
4. Give leadership to achieving the Membership Committee Award of Excellence.

**Time Considerations:**

- Chair District Membership Meetings (frequency as needed, minimum of quarterly).
- Attend monthly District Committee Meetings
- Attend monthly Council Membership Committee Meetings.
- Supervision of ongoing projects (i.e. Fall Youth Recruiting) as needed.
- Committee recruitment and planning as needed.

**Length of Service:**

All appointments end on May 31 and are subject to review by the District Key 3.

**Staff Support:**

District Executive: \_\_\_\_\_ Phone: \_\_\_\_\_



**DISTRICT**  
**TRAINING COMMITTEE CHAIR**

**Position Concept:**

Serve as the leader and facilitator of council policies and programs as designed by the Training Committee to carry out the Cub Scout, Boy Scout, Varsity & Venturing training functions on the district level.

**Accountable to:**

District Chair: \_\_\_\_\_ Phone: \_\_\_\_\_

**Training:**

Attend District Committee training.

**Responsibilities:**

1. Support and uphold the policies, procedures and program of the Northern Star Council and the Boy Scouts of America, and the Council Training Committee.
2. Attend and participate in the monthly Council Training Committee Meeting and District Committee Meeting.
3. In cooperation with the District Key 3, recruit, train, and give leadership to the following committee members:
  - A. Boy Scout Training Chair
  - B. Cub Scout Training Chair
  - C. Varsity Scout Training Chair (optional)
  - D. Venturing Training Chair
4. In cooperation with the above mentioned chairs, plan, schedule, promote, and carry out the annual district training program including fast start, basic, and supplemental training, based on district needs.
5. Monitor unit training progress and address any areas of concern by:
  - A. Sharing information with Commissioner Staff on a regular basis, and
  - B. Assigning an appropriate committee member to contact and work with unit committee.
6. Support, promote and where possible, assist with council level training activities and program.
7. Give leadership to achieving the Training Committee Award of Excellence.

**Time Considerations:**

- Chair District Training Committee Meetings (frequency as needed, minimum of quarterly).
- Attend monthly District Committee Meetings.
- Attend monthly Council Training Committee Meetings.
- Recruitment of committee members and committee work as needed.

**Length of Service:**

All appointments end on May 31 and are subject to review by the District Key 3.

**Staff Support:**

District Executive \_\_\_\_\_ Phone: \_\_\_\_\_



Northern Star Council, BSA

**\_\_\_\_\_ DISTRICT  
DISTRICT MEMBER AT LARGE**

**Position Concept:**

District members at large are people of character and standing in the community who, because of their interest, organization experience, ability or general knowledge, may be available for service as members of operating committees or to serve in some special capacity in the district. Members at large are willing to be identified with Scouting but for one reason or another find it difficult to be involved on a day-to-day basis..

**Accountable to:**

District Chair: \_\_\_\_\_ Phone: \_\_\_\_\_

**Responsibilities:**

1. Members at large are important resource people with special expertise and/or contacts that can help our district and staff as special needs arise.
2. Members at large are not expected to attend monthly meetings of the district but are always welcome.
3. To serve upon if asked, the district finance committee during the annual Friends of Scouting Community fundraising campaign.
4. Members at large should also possess the ability to recruit additional people to serve as members at large.
5. Knowledge of the Scouting program is not essential and members at large will not be called upon to act as unit leaders.
6. As a member at large of the district committee, you will receive mailings and bi-monthly newsletters that are Scouting related. This will keep you informed as to what is going on in Scouting in general and in your district specifically.

**Time Considerations:**

- Chair District Training Committee Meetings (frequency as needed, minimum of quarterly).
- Attend monthly District Committee Meetings.
- Attend monthly Council Training Committee Meetings.
- Recruitment of committee members and committee work as needed.

**Length of Service:**

All appointments end on May 31 and are subject to review by the District Key 3.

**Staff Support:**

District Executive \_\_\_\_\_ Phone: \_\_\_\_\_

# DISTRICT NOMINATING COMMITTEE WORKSHEET



A district committee is responsible for increasing the effectiveness of Scouting throughout a district through the achievement of district goals. Thus, the task of the district nominating committee selecting a slate of competent officers and members at large for the next year is an extremely important one.

The appointment and report of this committee are provided for an article VIII, section 4 of the Standard *Local Council Articles of Incorporation and Bylaws*, No. 33736C. A suggested model, "District Election Procedures," appears in the appendix and is included in this folder.

Essential steps to be taken by the committee include the following:

1. View The District Nominating Committee video, No. AV-06V006.
2. Review qualifications listed on this page.
3. Study the participation and performance of last year's officers and members at large.
4. Make suggestions for each officer and member at large, matching skills to needs and participate in committee effort to reach unanimous agreement on each nominee.
5. Participate as requested in personally contacting each nominee and securing agreement to serve. This step and the plans for recruitment are vital to the process. Use *Selecting District People*, No. 34512 as a guide.
6. Support fully the final action of the committee.
7. Treat all information as confidential.

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## District Chair

An individual of character recognized in the community as outstanding because of achievements as a leader, with recruiting and organizing ability that will inspire confidence and win support and cooperation for Scouting. This individual should be acceptable to the business leaders, the educators, and the religious leadership of the community.

## Vice Chair

One or more individuals who have the same qualifications as the district chair.

## District Commissioner

An individual of character and standing in the community with organizing, administrative and leadership ability. This individual should be a person who can successfully work with the