

## Western Service Area

***Brazos Valley, Silver Star, Trailblazer, and Trinity Trails District Committees. (Some district positions may vary)***

### The District Committee

The District Committee is comprised of volunteers from all over the geographic area the district serves. The district serves four functions and each function helps the other three with their mission. It is important that all functions work together towards the common goal.



### District Key 3

Responsible for the overall operation of the district and its purpose.



**District Chairman** - The job of the District Chairman is to preside over the district committee and be responsible for carrying out the four functions of the district: Membership, Finance, Program and Unit Service.



**District Commissioner** - The job of the District Commissioner is the quality control officer who recruits, trains and leads a staff of commissioners who coach adult leaders of every unit to succeed. The District Commissioner is responsible for the unit service function of the district.



**Field Director** - A experienced professional who is responsible for the supervision of professionals in a Service Area. This individual works directly with District Key3's and district committees.



**Executive staff** - The Executive staff are the full-time professionals assigned to guide the District committees and top leadership in the overall functions of the Service Area. The Executive staff serves under the direction of the Field Director.

**Program Executive** – Responsible for all phases of program support' high quality camporees, day camps, and district events. Responsible for camp card sales.

**Membership Executive** – Focus on new unit organization, school night recruitment. Marketing, and retention strategies.

**Unit Service Executive** – Working closely with commissioners, responsible for support to increase unit success. Responsible for popcorn sales and FFOS.

## Finance Team



**Finance Chairman** - The job of the District Finance Chairman is to lead the finance function of district operations. The district is responsible for raising its share of the council operating budget and this person leads this money raising.

**FOS Family Chairman** - The job of the District Friends of Scouting Family Chairman is to schedule and organize all community scouting unit presentations and recruit Friends of Scouting presenters.

**FOS LDS Chairman** - The job of the District Friends of Scouting LDS Chairman is to organize and lead the LDS campaign for their Stake or multiple Stakes.

**FOS Community Chairman** - The job of the District Friends of Scouting Community Chairman is to identify and receive community based contributions from individuals, corporations and foundations.

**District Popcorn Kernel** - The job of the District Popcorn Kernel (Chairman) is to organize, manage and lead the district's annual popcorn campaign with the help of unit kernels.

**Camp card coach** - The job of the Camp card coach (Chairman) is to organize, manage and lead the district's annual camp card sales campaign.

## Membership Team

**Membership Chairman** - The job of the District Membership Chairman is to lead the district's membership team charged with recruiting new youth into the scouting program, developing more opportunities for youth to join the program, and working with the other district operating committees to ensure the structure is in place to accommodate our growth.

**New Unit Development Chairman** - The job of the District New Unit Development Chairman is to lead the development of new scouting units and ensure a support structure is in operation to aid the new unit during their first year in the Scouting program.

**Webelos to Scout Chairman** - The job of the District Webelos to Scout Transition Chairman is to ensure every Webelos in the district has the opportunity to join Boy Scouts upon graduation from Cub Scouts.

## Commissioner Staff

This team is led by the District Commissioner who is a member of the District Key 3.



**Assistant District Commissioner** - The job of an Assistant District Commissioner is to serve as a link between the District Commissioner and the Unit Commissioners. This person is responsible for an assigned share of units in a given geographical area within the district and the unit commissioners who serve those units.



**Roundtable Commissioner** - The job of the Roundtable Commissioner is to plan and lead the monthly roundtable gathering of unit leaders.



**Unit Commissioner** - The job of the Unit Commissioner is that of a Scouting generalist whose passionate overriding mission in Scouting is to help units succeed by being a friend, coach, and a mentor to unit leaders.

## Program

**Program Chairman** - The job of the District Program Chair is to recruit volunteers & lead the team in the four functions of the Program Committee: Activities, Advancement, Outdoor Program, and Training.

**Activities Committee** – The council activities and civic service committee, then, has two different kinds of jobs: (1) It must make broad outlines of program plans, costs, and goals; and (2) it must carry out these plans down to all the details for each activity that is council wide or requires council coordination.

**Camping and outdoor program Committee** - The committee plans and oversees the council outdoor program and the facilities that are needed to support the program.

**Advancement Committee** - Responsible for implementing and facilitating advancement and processing most special awards and recognitions. This is done according to national procedures and local practices under the direction of the council executive board.

**Training Committee** - Each district carries out the training functions through an effective and adequately staffed district training committee. Following is a suggested organization for the committee.

## Other District Committee Positions



These are positions that do not fit directly into one of the above areas but still serve specific needs of the district.

**District Vice-Chairman** - The job of the District Vice-Chairman is to aid the District Chairman in carrying out the four functions of the district: Finance, Membership, Unit Service and Program.

**District Marketing Chairman** - The job of the District Marketing Chairman is to serve as a link between the scouting units and the local media in the respect of providing stories and articles to the media about local scouting events, activities, and accomplishments. This is NOT a public spokesperson job as that is handled by the council office.

**District Webmaster** - The job of the District Webmaster is to regularly maintain the district website.

**Nominating Committee Chair** - The job of the District Nominating Committee Chairman is to lead the district nominating committee in their search for qualified district leadership. This person must be approved by the Council President.

**Nominating Committee Member** - The job of a District Nominating Committee Member is to serve on the district nominating committee in its search and recruitment for qualified district leadership.

**District Scribe** - The job of the District Scribe is to attend the district meetings, take notes, and create the District minutes. In addition, he/she records the attendance and sends the meeting reminders.

If you are interested in joining our District Committee and taking on one of the below roles, please contact: David Rico, Western Service Area Field Director  
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