MEMBERSHIP COMMITTEE GUIDE





Membership Committee Guide



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Introduction

The Boy Scouts of America—A Membership Organization

The federal charter from Congress charges the Boy Scouts of America to make its program available to all who are eligible, but recognizes that young people must become members in order to derive the benefits available from the Scouting program. Those who administer the program must, therefore, serve the membership and also actively and purposefully recruit new members.

Since ours is a membership organization, we must seek opportunities to retain our current members and to increase our new membership. The inculcation of high values and the acceptance of the philosophy offered by the Boy Scouts of America through its program touch young people's lives after they become members. Those who believe youth need what we have to offer will redouble efforts to touch the lives of as many as possible.

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Charters

The Boy Scouts of America does not operate Cub Scout packs, Boy Scout troops, Varsity Scout teams, or Venturing crews. The Boy Scouts of America charters organizations to use the program as a resource for children, youth, and families.

Because the program of the Boy Scouts of America is conducted only through chartered organizations, it is imperative that adequate attention be given to the support of organizations that are chartered to operate units. Our success can only be assured if the chartered organization considers itself successful in the delivery of the Scouting program to young people.

Following its incorporation in 1910 in Washington, D.C., the Boy Scouts of America became increasingly popular across the United States. Congress recognized Scouting's potential as an educational resource and, in 1916, granted a federal charter to the Boy Scouts of America to make the program available to boys through community organizations. Under the aegis of its Congressional mandate, the Boy Scouts of America, in turn, issues two kinds of charters:

The BSA issues two kinds of charters: one to operate a council and one to operate a unit.

- One charter grants annually to a local Scouting council
 the authority and responsibility to provide services to
 community organizations, enabling them to use the
 Scouting program for their young people. There are
 nearly 300 local councils throughout the United States.
 There is a council in Europe and another in the Far East.
- The other charter is issued annually to a community organization granting it the use of the Scouting program, operated under its own leadership, to serve the children, youth, and families for which it has a concern.

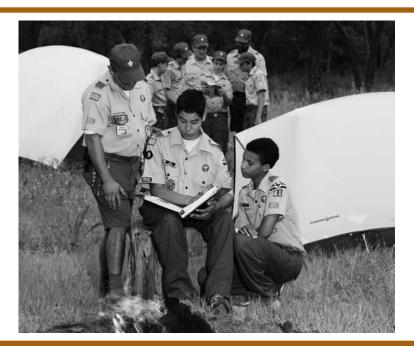
The educational program of the Boy Scouts of America is designed to help develop ethical values in young people. In fact, "the purpose of the Boy Scouts of America is to provide a program that enhances citizenship training, character development, and personal fitness of this country's youth."

The support service of the Boy Scouts of America to the community organizations that use Scouting is provided by the local council, through its districts. The membership/relationships committee is an important part of this support system.

The success of Scouting's impact on young people can be assured only when both the chartered organization and the Boy Scouts of America cooperate and meet their respective obligations.



Membership



Membership is important. Membership means registration with the Boy Scouts of America. This entails the submission of an application by a young person (with parent or guardian approval) to a unit leader, payment of a membership fee, acceptance by the unit and council, and issuance of an official registration card.

The Benefits of Youth Membership

- Access to an active, exciting, fun-filled, and adventuresome program.
- Authorization to wear a distinctive uniform.
- Ability to participate in advancement and recognition programs and earn awards for performance.
- Use of local council long-term camps and Cub Scout day camp programs.
- Use of national high-adventure bases.
- Participation in international, national, and regional events, such as jamborees.
- Opportunities for training in leadership, outdoor skills, citizenship, career awareness, etc.
- Identification with a large national organization having international affiliations.

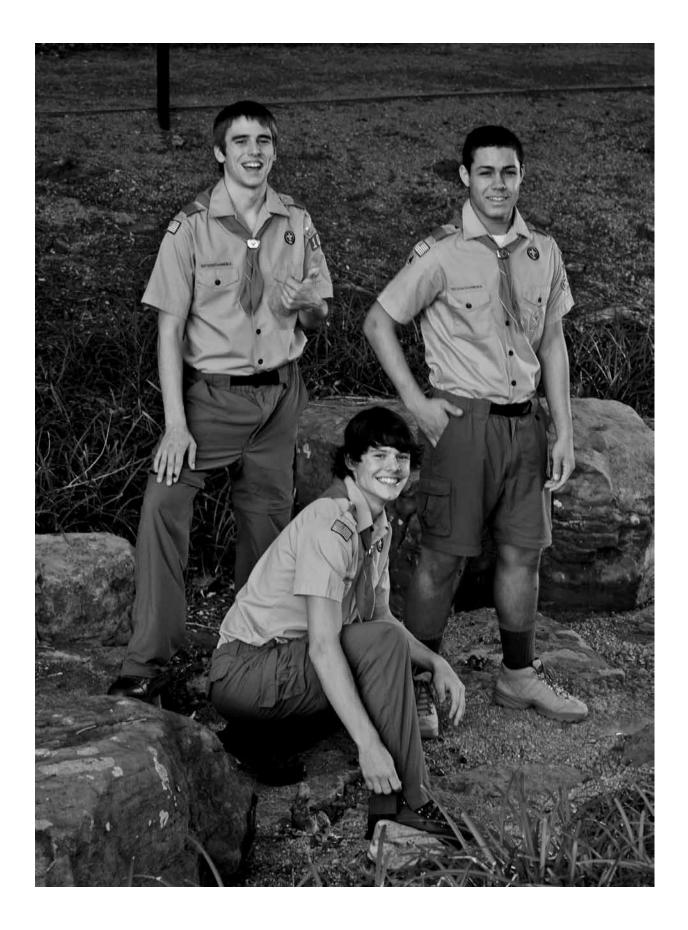
 Association with men and women of character who care about young people.

Obligations of Youth Membership

- Understand the Cub Scout Promise and Law of the Pack, Scout Oath or Promise and Scout Law, the Varsity Scout Pledge, or the Venturing Oath, and intend to live by the principles contained in them.
- Be an active participant in the program and meetings of the unit.
- Learn skills in order to become more self-sufficient and to be able to help others.

Five Sources of Membership Growth

- Growth from new units (responsibility of the membership committee)
- 2 Growth from youth recruitment/additional enrollments (responsibility of the membership committee)
- Growth from program transition (Webelos Scout to Boy Scout, and Boy Scout to Venturer) (joint responsibility of membership committee and commissioner staff)
- Growth from keeping units active and chartered (responsibility of the commissioner staff)
- Growth from increasing tenure/more youth reregistered at unit charter renewal (responsibility of the commissioner staff)



Council and District Membership Committee Operation



The tasks of the membership committee fall into two broad categories, whether at the district or council level:

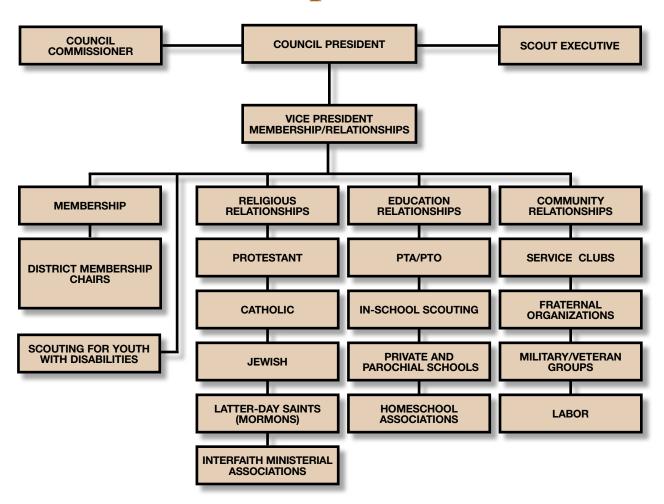
- Relationships. Establish and maintain mutually beneficial relationships with major community organizations and institutions, both those which have Scouting units and those which do not. These include religious bodies, educational bodies, civic service clubs, fraternal and veteran associations, labor unions, business and industry, professional societies, and other organizations with objectives compatible with the Boy Scouts of America.
- Membership. Organize new units, reorganize inactive and dropped units, and recruit new members in a systematic way.

The council committee is a planning and supervising body whose job is to see that every eligible young person of Cub Scout, Boy Scout, Varsity Scout, or Venturing age within the council territory has an opportunity to become a member.

The council-level committee performs the following tasks:

- Make periodic contact with major chartered organizations.
- Conduct a community organization survey. The
 committee should have a list of all the community
 organizations within the boundaries of the council
 and should survey their needs and their desires
 regarding young people and their ability to
 organize one or more units.
- Develop cooperative relationships with groups and organizations serving special youth populations.
- Provide recognition for chartered organizations and those who organize new units.
- Participate in the development of the council's long-range plan and the annual goal and objectives planning process.
- Provide support for districts to succeed in their unit and membership objectives.
- Work cooperatively with the commissioner staff to reregister units and lengthen their tenure.

The Council Membership/ Relationships Committee



Council Chair's Job Description

The chair of membership/relationships should be a member of the executive board, and most often a council vice president. Other members of the board should supplement the chair's services.

In many councils, this position will be titled vice president—membership/relationships and is directly responsible to the council president.

Following is a model position description:

POSITION CONCEPT

Gives leadership to the membership/relationships function in the council. Recruits, trains, and leads a committee. Develops and expands relationships between chartered organizations and the council. Develops cooperative relationships with key community organizations. Develops and executes plans that will result in increased youth membership and in greater support for chartered organizations.

PRINCIPAL RESPONSIBILITIES

 Direct the work of the membership/relationships committee. Use monthly membership reports and Centennial Quality Council, District and Unit reports to identify priorities.

- Recruit, train, and motivate Scouters to serve on the committee and help it to carry out its functions effectively.
- Promote membership and unit growth in Cub Scouting, Boy Scouting, Varsity Scouting, and Venturing through the membership cycle, coordinating youth recruiting and new-unit organization. Plan and help districts carry out roundups, new-unit campaigns, and the other elements of the membership cycle.
- Develop more effective communication with chartered organizations.
- Cultivate community organizations, groups, and associations that might become chartered organizations or support the Scouting program in other ways.
- Support the religious emblems program of chartered organizations.
- Stimulate the use of the program by special youth populations; i.e., low-income, disabled, and ethnic young people, or those in sparsely populated rural areas.
- Prepare short-, intermediate-, and long-range membership and unit objectives.
- Give leadership to events such as relationships conferences or fireside chats with heads of chartered organizations.

Council Membership/Relationships Committee Organization

In addition to the chair and selected executive board members, additional committee members who are interested in extending Scouting may participate as members at large. The committee is responsible to reach a representative group of youth interested in the Scouting program. Members should come from diverse backgrounds and environments. The committee must reach into all areas within the council and district boundaries providing the extra effort required to expand the Scouting program in the underserved areas of the council.

The council membership/relationships committee might include three interest groups of Scouters as follows:

Relationships Group. Since Scouting is a program made available to community organizations to achieve their own objectives as they reach out to the youth of the community, it is essential that all major organizational structures in the community maintain representatives on the committee. This will guarantee better understanding and better receptivity of Scouting by these community groups. Committee members should be determined as the need exists for representatives of Protestant, Catholic, Jewish, Mormon, and other religious organizations; service clubs; veteran and fraternal groups; labor groups; rural and urban

groups; businesses; industries; parochial, private, and public schools; PTAs and PTOs; organizations serving people with disabilities, and others.

Membership Group. The district membership chairs are members of this group and bring the needs of their respective districts to the attention of the council committee and, in turn, cooperate in the execution of plans in each district. This group determines which of the membership events will be used to obtain membership objectives (roundup, together plan, new-unit campaign, recruit-of-the-month, Joining Night, open houses, etc.).

Resource Group. Those who have a thorough knowledge of Cub Scouting, Boy Scouting, Varsity Scouting, and Venturing can be effective consultants to the membership committee. Counselors on economic and social change can provide useful information on population trends as well as economic and social statistics. Others can interpret and analyze statistics.

Suggested Subcommittees— Religious Relationships

In addition to the religious relationships representatives on the council committee, councils may also wish to form Protestant, Jewish, Catholic, Mormon, or other advisory committees on Scouting. They can provide helpful liaison between the religious organizations and Scouting. This can be tailored or expanded to fit local needs.

PRINCIPAL RESPONSIBILITIES

- Provide religious support and worship services at council and district events such as camporees, Scouting shows, Cub Scout day camps, and other council and district events.
- Provide a chaplaincy program for all council long-term camps and contingents.
- Provide incentives, materials, and guidance for all Cub Scouts, Boy Scouts, Varsity Scouts, and Venturers interested in earning the religious emblems of their faiths.
- Provide a monitoring service to the council to make sure Scouting activities do not conflict with designated religious holidays and major religious practices.
- Serve as a resource for religious groups to help them use the Scouting program as an effective ministry with youth, especially through the relationships conference. Provide committee support to the council in searching out prospective religious organizations that could become chartered organizations using the Scouting program.

- Assist the total relationships committee with resource personnel as plans are developed for together plans, Joining Nights for Scouting, roundups, together-plan luncheons, and membership promotion functions.
- Provide districts with a directory of all potential chartered organizations in the district tabulated by faith/denomination.

The subcommittee meets quarterly, with each denominational group gathering individually for a period of time and later reassembling for a discussion of total council needs and support. The respective religious groups may meet more often. These committees may *not* be formed on a district level.

Four suggested subcommittees are

- 1. Religious Relationships
- 2. Education Relationships
- 3. Community Relationships
- 4. Youth With Disabilities

EDUCATION RELATIONSHIPS

It is advisable to establish an education relationships subcommittee which meets quarterly or more often as needed.

PRINCIPAL RESPONSIBILITIES

- Act in close liaison with council leadership to maintain or regain Scouting access to schools.
- Constantly monitor developments and changes in local school systems concerning policies and procedures that could affect the operation of Scouting.
- Strengthen relationships with all community education systems to provide for their cooperation.
- Promote efforts with all parent-teacher groups to understand their purposes, goals, and objectives, and their current program emphases. Develop a working relationship with the local council in support of its purpose.
- Invite representatives from the private sector, public libraries, and youth correctional agencies to consider the use of the Scouting program and/or provide support services.

Community Relationships

A community relationships subcommittee also meets quarterly or more often as needed.

PRINCIPAL RESPONSIBILITIES

- Support service and fraternal groups.
- Relate to all central labor councils and labor unions.
- Coordinate efforts in underserved areas to help understand, relate to, and develop Scouting.
- Develop other areas of focus based on the specific needs of the council, especially related directly to key ethnic populations.

Youth With Disabilities

A council advisory committee on youth with disabilities may report to either the council executive board or to the council membership/relationships committee to help all council structures provide the most effective Scouting program for youth with disabilities and special needs.

PRINCIPAL RESPONSIBILITIES

- Help the council increase the percentage of youth with disabilities served.
- Help the council gain a better awareness of people with disabilities.
- Develop good council working relationships with organizations and individuals in the community which have special understanding about people with disabilities.
- Advise the council on plans, programs, and techniques to better serve youth with disabilities

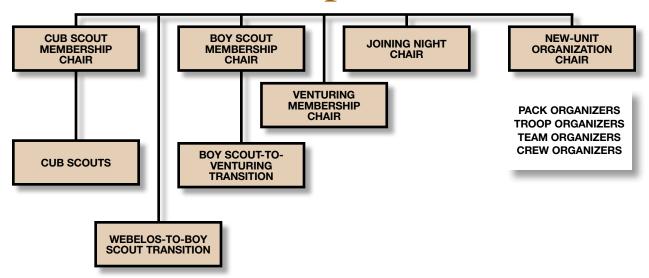
For more details, see *Council Advisory Committee on Youth With Disabilities* in the *Scouting for Youth With Disabilities* manual, No. 34059.

District Webelos Transition Chair

PRINCIPAL RESPONSIBILITIES

- Contact all packs in early fall to update the list of all fifth-grade Webelos Scouts.
- Coach Cubmasters and Webelos den leaders in the transition process at roundtables, training courses, and through personal contact.
- Report to the membership committee chair, and keep the district committee informed.
- Track and maintain records of Webelos graduation by using a wall chart that lists the transition record of each pack.
- Work with unit commissioners to follow up on Webelos Scouts who have not joined a troop.
- Work toward 100 percent Webelos transition.

The District Membership Committee



The district membership committee is primarily responsible for (1) the relationship with community organizations, (2) the organization of new units in order to provide opportunity for youth membership growth, and (3) youth recruitment.

Cultivation of present chartered organizations is extremely important. This is done through continuous expressions of appreciation, invitations to organizational heads to visit Scouting events, and recognitions for tenure and exemplary support from organizations. The relationship's function at the district level is not as formalized as at the council level. It is mainly a "door opening" function which follows up efforts made by the council membership/relationship committee. A committee person for each of the three major categories of organization—religious, educational, and community—can be added on a district level if there is a need. The chart would be adapted for their situation.

New-unit organization and unit reorganization are major responsibilities of the membership committee. All new-unit organization originates with this committee, and unit reorganization is generally done in cooperation with the commissioner staff, which has the ongoing responsibility of rechartering units. Commissioners are accountable for keeping units alive and healthy, but they often need the support of the membership committee to help get units reorganized.

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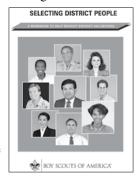
Instead of a planning body, the district membership committee is an action group. It conducts the events and activities that will reach out to serve more youth.

DISTRICT MEMBERSHIP CHAIR

The district membership chair is responsible to the district chair and serves on the council membership/relationships committee. The person who fills this role must have leadership ability and the capacity to manage a team

working on a variety of activities. The chair needs to be able to motivate committee members and to inspire them to meet district membership objectives. The chair must be a good adult recruiter.

Use *Selecting District People*, No. 34512A, to determine the number of people needed on this committee for your district.



District Membership Committee Tasks

I. GATHER INFORMATION

 Work with the district executive to establish a district growth plan for new-unit and membership growth in the district.

- Plan and conduct boy-fact surveys to find out how many boys there are of Cub Scout, Boy Scout, and Varsity Scout age.
- Analyze district membership figures on the number of Cub Scouts, Boy Scouts, Varsity Scouts, and Venturers for the past several years.
- Find out where units of each age level are located to help decide how many units of each type will be needed and where.
- Track membership growth throughout the current year.
- Develop a list of all potential chartered organizations in the district.
- Gather information about various types of community organizations, as well as individual organizations within each type.
- Plan and conduct activity interest surveys with Venturing-age youth.

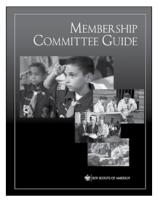


2. CULTIVATE RELATIONSHIPS WITH COMMUNITY ORGANIZATIONS

- Encourage community organizations to use the Scouting program.
- Act in close liaison with council leadership to maintain or regain Scouting access to schools.
- Conduct district relationships conferences for heads of chartered organizations and chartered organization representatives.
- Promote the religious emblems program.
- Share information with other district Scouting leaders about how to work more effectively with various types of organizations.
- Work closely with the marketing committee.

3. ORGANIZE UNITS

- Recruit and train organizers for new units as well as those needing reorganization.
- Organize new packs, troops, teams, and crews.
- Conduct a together plan—a plan to bring Scouting to a number of organizations.
- Reorganize units that need a new start.



- Make sure that new or reorganized units are under the care of a member of the commissioner staff before you leave.
- Promote the whole Scouting family (the organization of packs, troops, teams, and crews in the same chartered organization). Some councils have established a "Whole Family of Scouting" award, which stimulates chartered organizations to have the whole family of units.

4. HELP YOUTH JOIN EXISTING UNITS

- Plan and carry out district roundups and other youth recruiting campaigns.
- Help existing units develop a plan of year-round recruiting and a willingness to look for new members.
- Keep a list of all Scouting units that have not added new members during the past six months.
 District Scouters help coach units that show no growth in members.



Organizing Units



Cultivating Prospective Chartered Organizations

Prospective chartered organizations should be approached from their viewpoints and interests. Point out how Scouting can help the organizations achieve their objectives for the young people in their communities. It is important that the potential chartered organizations understand the cooperation that exists between the Boy Scouts of America and the religious, educational, or community organization.

As soon as the facts and the need for a unit have been determined, the steps to organize a unit are followed to ensure a strong organization. During the organizing process, establish a mutually cooperative relationship that will further the purposes of the community organization and Scouting. A guide that would be helpful for this discussion is shown on the next page.

Prospective chartered organizations should be approached from their viewpoints and interests.

The Boy Scouts of America is an educational resource program. It charters religious, educational, and other community organizations or groups to use Scouting as part of their service to their own members, as well as the community at large.

The local BSA council provides the support services necessary to help the chartered organization succeed in its use of the program. The responsibilities of both the BSA council and the chartered group are described below.

The chartered organization agrees to:

- Conduct the Scouting program according to its own policies and guidelines as well as those of the Boy Scouts of America.
- Include Scouting as part of its overall program for youth and families.
- Appoint a chartered organization representative who
 is a member of the organization and will represent it
 to the Scouting district and serve as a voting member
 of the local council. (The chartered organization
 head or chartered organization representative
 must approve all leader applications.)
- Select a unit committee of parents and members of the chartered organization (minimum of three—one chair and two members) who will screen and select unit leaders who meet the organization's standards as well as the leadership standards of the BSA. (The committee chair must sign all leadership applications.)
- Provide adequate facilities for the Scouting unit(s) to meet on a regular schedule, with time and place reserved.
- Encourage the unit to participate in outdoor experiences, which are vital elements of Scouting.

The council agrees to:

- Respect the aims and objectives of the organization and offer the resources of Scouting to help in meeting those objectives.
- Provide year-round training, service, and support to the organization and its unit(s).
- Provide training and support for the chartered organization representative as the primary communication link between the organization and the BSA.
- Provide techniques and methods for selecting quality unit leaders and then share in the approval process of those leaders. (A council representative must sign all leader applications.)
- Provide primary general liability insurance to cover the chartered organization, its board, officers, chartered organization representative, and employees against all personal liability judgments. This insurance includes attorneys' fees and court costs as well as any judgment brought against the individual or organization. Unit leaders are covered in excess of any personal coverage they might have, or, if there is no personal coverage, the BSA insurance immediately picks them up on a primary basis.
- Provide camping facilities, service center, and a full-time professional staff to assist the organization in every way possible.

Organizing Scouting Units— 12 Steps to Success

I. IDENTIFY THE PROSPECT

District leaders identify a community organization prospect with the potential to operate a unit after researching the youth market and considering the most promising community organizations.

2. APPROACH THE PROSPECT

An influential Scouter or the district executive makes an appointment to meet with the head of the community organization or top leadership group in the organization after research about the organization and learning how Scouting can help meet its needs.

3. Make The Sales Call

The district executive and the new-unit organizer or other influential Scouter meet with the head or top leaders of the community organization to sell them on how Scouting can help meet the needs of the organization and to secure an agreement with the organization's leaders to establish a unit.

4. Organization adopts the program

Organization formally adopts the Scouting program, confirms the appointment of a chartered organization representative, and appoints an organizing committee.

5. ORGANIZING COMMITTEE MEETS

The organizing committee and the new-unit organizer meet to plan the next steps for establishing the unit and complete the new-unit application. A commissioner is assigned by the district to assist the unit.

6. SELECT AND RECRUIT KEY LEADERS

Using BSA selection procedures, the organizing committee selects and recruits key leaders and confirms unit committee members, and the community organization approves all unit adults.

7. TRAIN THE LEADERS

Unit leaders complete Fast Start training and are invited to attend basic training and the district roundtable/program forum.

8. PLAN AND ORGANIZE THE PROGRAM

New unit leaders are trained in program planning, and the first month's program is developed.

9. RECRUIT YOUTH MEMBERS AND ORIENT PARENTS

Recruit youth members, hold an orientation meeting for parents and youth, and select/recruit additional adults as needed.

10. COMPLETE THE PAPERWORK

Complete all adult and youth applications, collect necessary fees, and submit them with the new-unit application to the council service center.

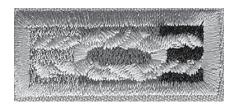
II. FIRST UNIT MEETING

Unit leaders begin youth meetings with the coaching of their unit commissioner.

12. FOLLOW UP

The unit is installed with a presentation of the charter to the chartered organization. The whole Scouting family is promoted.





Volunteer New-Unit Organizer Square Knot Award

The William D. Boyce New-Unit Organizer Award recognizes volunteers who organize one or more new traditional units. Celebrating Boyce's organizing spirit, the award consists of a silver square knot on a background of yellow, green, and red—representing the traditional Scouting programs' colors.

THE REQUIREMENTS ARE:

- With the approval of the district committee chair, the volunteer serves as the organizer and completes the successful organization of one new traditional unit (Cub Scout pack, Boy Scout troop, Varsity team, or Venturing crew).
- 2. The volunteer organizes the unit by following all procedures as published in the *Membership Committee Guide*, particularly ensuring that new-unit leadership is trained, a program for the new unit is organized and in operation, the new-unit committee is functioning, a unit commissioner is assigned, all paperwork for the new unit is completed and processed, and the unit charter is presented to the chartered organization.
- Only one volunteer can be recognized as the organizer for a new unit.
- 4. To further recognize the volunteer's effort for organizing additional new units, a program device can be earned and worn on the new-unit organizer knot. The program device represents the type of unit organized (a Cub Scout pack, Boy Scout troop, Varsity team, or Venturing crew).
- 5. The New-Unit Organizer Award recognizes volunteers for organizing traditional units after March 1, 2005.

RECOGNITION ITEMS

- New-Unit Organizer Award certificate, No. 522-502
- New-Unit Organizer Award uniform insignia square knot
- Program devices to recognize additional new units organized



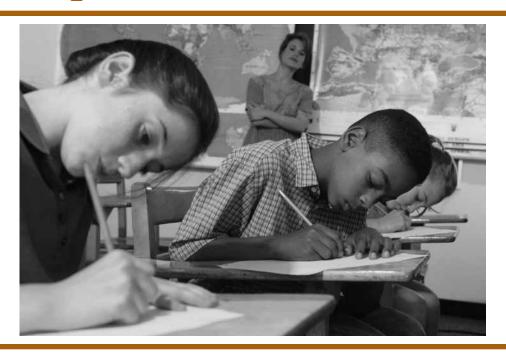
Founder's Bar

The Founder's Bar is worn by all youth and adults whose names are on a new unit charter or who officially join the new unit before the unit recharters for the first time. Members of veteran units still in operation who were on the original charter may also wear the Founder's Bar. This recognition will emphasize the importance and pride of forming and nurturing a new Scout unit. While it does not guarantee the unit will become a quality unit, it does encourage multiple-year rechartering so one may continue to wear the bar.

RECOGNITION ITEMS

- Founder's Bar
- · Founder's Bar certificate
- · Founder's Bar pocket certificate

School Access— A Special Committee Task



Historically, most councils and districts have depended on access to schools as a key element of youth recruiting. You recruited youth for a new unit by visiting school classrooms near the new chartered organization. Or during fall roundups, you made recruitment presentations and sent fliers home with students. You held School Nights for Scouting in schools throughout the district. Some schools had their own units.

Access to schools cannot be taken for granted. Times change and the world changes, and many councils have found school access limited or have experienced new barriers to full access.

By law, schools must allow the BSA the same rights to access of facilities as other community groups. Some schools and districts have severely limited this availability and have even approved policies that limit access and use.

Limitations to the BSA's school access is a serious threat to a council's operation to serve America's youth. Therefore, all councils should strategically operate to prevent limitation of school access in the future as well as plan for alternative means to access youth. A council should simultaneously develop at least two strategies:

- The primary strategy should be to improve its school relationship methods to maintain and improve school access.
- A secondary strategy is to develop alternative methods of inviting youth and families without the use of schools.

Improving School Relationships

School relationships are not new to councils and districts. This discussion, however, relates to loss of or limited access to schools—a more recent challenge to Scouting growth. Even councils without such a challenge should be proactive with their school relationships. Develop a plan tailored to your council's situation, but consider the following ideas:

1. The biggest key to minimizing school access challenges is building solid relationships with those who count in the school system and in the community. Top council professionals and volunteer leaders must build and maintain positive relationships with elected school board members, school superintendents, senior school officials, and principals.



Ask the BSA board members or other influential Scouters to relate to individual school board members.

Consider the school superintendent for council board membership. Has your Scout executive gotten acquainted with the school superintendent of the largest school districts? Do council staff members relate well to other superintendents?

The director of field service, assistant Scout executive, or field director should have a sound relationship with their counterpart—the large school district directors of operations.

Visit key school district leaders quarterly, invite them to large program events, and mail them clipped newspaper articles complimentary of their work. Use the BSA awards when appropriate.

These should be relationship-building visits designed to develop a friendship and to identify the critical issues of the schools. It's not just a sales call. Visit schools often.

- 2. District executives should know their respective school principals. Encourage unit-level Scouters to relate to their local principal. Several parents talking to a principal is a very powerful relationship building method, especially if they talk about how Scouting helps educate their children.
- 3. Be sure that your actions as members of council and district membership committees are closely coordinated with the work of the council president, Scout executive, and other council leaders.

- 4. Always react appropriately when school access issues come up. Know who your council spokespeople are. Be extremely cautious with print and on-camera interviews. Plan your interview strategy. Some media tend to slant reporting toward their bias. Be cautious with school-board meetings and other public forums. There may be many to speak on behalf of Scouting, but you might prefer that some of these remain silent. Select and prepare your spokespeople carefully.
- 5. Build a powerful case and sales presentation for Scouting access in schools:
 - A. The case must make it undeniably evident to school personnel how boys' and girls' involvement in Scouting will have local benefits for schools. They know that children need self-esteem and character values to learn. Scouting develops self-esteem and character values. Use localized data on how a boy's and a girl's involvement in Scouting affects such measures as school attendance, classroom behavior, test scores, study habits, and community service. Scouting helps schools meet their goals, but you must be specific.
 - B. In building your case, remember that all **politics** are local. It's the local school leaders who will pave your way or hinder you.

- C. Your case should convince school officials that the benefits to the school of boys and girls in Scouting far outweighs any possible risks they might encounter by providing Scouting access.
- D. Scouting is an educational experience. Most school administrators understand that other outside forces such as church, youth agencies, and after-school programs are all critical parts of influencing the total educational experience of a child. You must prove to school officials that Scouting is truly a partner with them in educating the "whole child."
- **6.** Secure a copy of each of your school districts' strategic plans and review them to identify specific ways that Scouting can help schools achieve their goals.
- 7. When possible, collaborate with other youth-serving agencies. Sharing with the Girl Scouts or Learning for Life or other agencies is not negative. A block of organizations with the same message will help schools find a way to allow Scouting into the school.
- 8. Find some middle ground with a school to get fliers distributed in the schools. In one district, school officials agreed to fliers if the council attached a disclaimer stating that the school did not endorse the views of the organization.
- Help the council host an annual principals' recognition luncheon.
- **10.** Find a way for key Scouters to serve on school-board advisory committees.
- II. Write success stories highlighting Scouting benefits to schools to place in school or parent newsletters and community newspapers. Send with a letter to the principal.
- **12.** National staff can be an excellent resource for councils with serious school access problems. Ask your Scout executive to consult with your area director.
- 13. If you are faced with a school access challenge, involve your whole team—chartered organizations, unit volunteers, district Scouters, council leaders, and community opinion leaders friendly to Scouting. School access issues can provide a strong rallying cry for Scouting supporters.
- 14. Develop a never-give-up attitude among council/district Scouters. NFL coaching legend Vince Lombardi said, "The achievements of an organization are the results of the combined effort of each individual." College football coach Paul "Bear" Bryant once commented that "losing doesn't make me want to quit. It makes me want to fight that much harder."

Use all your resources. And remember that school access challenges require a multidimensional strategy. Even if your council does not have a challenge to school access, you will be wise to upgrade what you are doing to retain access to your council's schools. Don't wait to begin good school relationships.

Begin now to treat them as one of your most important customers.

Youth Recruiting Without Use of Schools

Simultaneous with efforts to regain school access, a council with an access challenge must develop a strategy of alternative methods for inviting youth and families to join without the use of schools. Even councils and districts without school access problems should be using additional recruiting methods.

Utilize many possible methods to invite boys and girls to join. Consider this: In a nationwide study, 88 percent of non-Scout parents reported that no one had talked to them about getting their sons involved in Cub Scouts. Also, most non-Scout parents know little about how or when their child can join. Most youth simply are not invited to join!

Consider the following methods for a strong membership recruitment plan:

- I. Recruit and convene a blue-ribbon task force of council, district, and unit Scouters to determine the council's recruiting options. Have the task force present a full report of ideas and recommendations to the council membership committee for refinement, approval, and implementation. In some councils, this task force may evolve into the steering committee to give councilwide leadership to the fall roundup.
- **2.** Use school access issues to "rally the troops." Use commissioners and othersto obtain pack, troop, team, and crew buy-in for recruiting youth.
- **3.** Obtain endorsements from mayors, popular community figures, and eventhe governor.
- **4.** Involve local media personalities on your committee or task force.
- **5.** Make recruiting a year-round effort. Don't just rely on a fall roundup in August and September.
- **6.** Send direct mail invitations to join to youth prospects.
- 7. Identify alternate sign-up locations for a coordinated "night for joining Scouting."

- **8.** Distribute yard signs in the yard of every chartered organization in the council. (Available through Supply Group.)
- **9.** Give every Cub Scout, Boy Scout, Varsity Scout, and Venturer several "buddy cards" for them to give their friends, inviting them to a joining night. Peer-to-peer influence is powerful.
- **10.** Set up and publicize a 1-800 number that youth can be encouraged to call.
- II. Consider renting schools for a coordinated join-Scouting night.
- 12. Set up "super Saturdays" at high-traffic shopping centers and supermarkets. Use unit displays, distribute fliers, and have Scouts available to help carry packages to people's cars.
- 13. Place how-to-join info on the council Web site.
- **14.** Place short articles in local community, company, subdivision, and city newspapers/newsletters.
- **15.** Get joining info into church newsletters and bulletin inserts.
- **16.** Place join Scouting fliers, displays, and announcements at local community events and civic functions.
- 17. Distribute joining information at community Good Turn projects.
- **18.** Have units make telephone calls to prospects.
- 19. Contact all churches and church groups. Conduct Joining Nights in large congregations. Visit Sunday schools and Hebrew day schools.
- **20.** Develop pack, troop, team, and crew information sheets for unit use.
- **21.** Utilize display cases, bulletin boards, and business, church, and school marquees.
- 22. Develop Joining Night fliers.
- **23.** Have all Cub Scouts wear their uniform to school the day of Joining Night and publicize on a peer-to-peer basis. Peer-to-peer relationships are powerful.
- 24. Use business window or counter displays.
- **25.** Pursue opportunities to speak to conferences of churches and community organizations.
- 26. Mobilize parents and volunteers to hand out Joining Night fliers as children board school buses.
- **27.** Work extra hard to promote and support troop and crew open houses. Train volunteers to conduct them.
- **28.** Work extra hard to facilitate Webelos-to-Boy Scout and Boy Scout-to-Venturer transition plans.

- 29. A Scouting event in highly visible public locations and a major outdoor event at fall or spring roundup time can excite new members as well as encourage new youth to join.
- 30. Develop a Cub Scout pack resource CD with sample contact letters, telephone protocols, a sample Joining Night agenda, text for marketing items, important forms, and other materials.
- **31.** Councils have the ability to print out names and addresses of Cub Scout, Boy Scout, Varsity Scout, and Venturer dropouts. Invite them to rejoin a pack, troop, team, or crew.
- **32.** Find out about and use the latest membership resource materials of the BSA (recruiting tools, marketing resources, school relationship materials, etc.).
- 33. Begin your recruiting campaign in the spring, with other recruiting events in early fall. This takes advantage of the warm weather to give new Scouts an early chance at outdoor programs. It gives new families a great experience immediately after joining (day camp, parent-child weekends, and Tiger Cub days). New unit leaders can get trained before the kickoff of fall programs, and units get off to a great start.
- **34.** Ask Venturers to compile a list of all their friends and send them an invitation to join.
- 35. Many of your volunteers are a part of a social network. By creating a council social networking page, you will open a new communication channel to your key internal audience. You can use your council page to promote recruitment events and get your volunteers talking about Scouting. These conversations will then show on their page, which provides the viral sharing to their friends who may not know about Scouting.
 - Also, the majority of your Boy Scouts and Venturers probably are a part of a social network. Get them involved in promoting Scouting and their unit recruitment events on their pages—they can also send invitations for events such as their troop's open house.
- 36. A Web banner or banner ad is the digital equivalent to advertising in a newspaper or magazine. Work with your local media, as well as your council board members, to place a Scouting banner ad on their Web site. The ad would then link to your council recruitment Web page. Visitors will then find more information about the benefits of Scouting as well as how to join.
 - Web banners are available in support of the Words to Live By campaign. Visit www.scouting.org/wordstoliveby. You will find a banner in each of the Cub Scout, Boy Scout, and Venturing sections.

- 37. An e-mail template is an easy way to share the message of your Scouting recruitment events with other parents in your community. Engage the parents of current Scouts to become ambassadors of Scouting. Suggest that they send the e-mail to everyone on their contact list: sports team families, school/ PTA families, etc. An engaged and enthusiastic Scouting parent is one of the keys to recruitment.
- 38. Many councils have utilized the services of an outside social-planning Web site for creating, sending, and managing online invitations (e-vites). Through an e-vite, prospective guests receive an e-mail with information pertaining to the recruitment event.
 - The e-vite differs from the e-mail template in that you can track who will be attending, who is not attending, or who is thinking about it. This allows you to follow up accordingly after the event.

- 39. Texting is a great way to have our youth engaged in inviting their friends to join Scouting. We suggest that your council develop a competition within troops and crews to see how many youth can be recruited via text messaging—be sure to ask new youth how they heard about the event.
 - The key is to have the text sent from a youth; no adults should be involved. Encourage your youth leaders to start the messages, and see how viral they can become.
- **BE ASSERTIVE.** Membership committees should be assertive in your school relationship plans. You should also be assertive in developing your member recruitment plan and following the plan with the same discipline as a finance campaign. Don't wait until you are about to be denied school access to begin good school relationships. *Begin now to treat them as one of your most important customers*.

Year-Round Service to Chartered Organizations

Chartered organizations are the lifeblood of the Boy Scouts of America. Every Scouter should be familiar with this statement in our congressional charter: "... the purpose of this corporation shall be to promote, through organization, and cooperation with other agencies ..." (section 3 of the national charter and bylaws.)

This statement of purpose has enabled the Boy Scouts of America to succeed with one of Baden-Powell's original ideas. He offered the program to other youth organizations in England as a resource and method whereby they could fulfill their own missions of enabling boys to become useful citizens. But, in the end, he had to accept the responsibility for founding a worldwide movement that was self-sustaining; i.e., not "owned and operated" by others.

The Boy Scouts of America is unique both in world Scouting and among all other youth organizations within the United States by virtue of this statement in its charter. The Boy Scouts of America offers its program to any community-based organization whose purposes are compatible with its own if it agrees to fulfill the requirements as stated in the application for a charter.

The word "charter" that is used so widely in the Boy Scouts of America is not always well understood. Informally, the term "franchise" helps to explain what is meant by "chartering" an organization. "Franchise" implies local ownership while still using the corporation name and resources. Scouters may find this analogy useful when explaining the charter concept.

Because the chartered organization concept is so basic to the success of the Boy Scouts of America, every effort must be made to educate the leadership of chartered organizations.

Consider using the following tools:

- Scouting . . . It Works for Your Youth videotape and the brochure No. 04-512 (available through the Relationships Division)
- · The Annual Charter Agreement and Discussion Guide
- Community Organizations and the BSA:
 A Marketing Approach
- Foundations for Growth

Registering or re-registering a unit is only the beginning of a year-round relationship between that organization and the Boy Scouts of America.

Marketing and Salesmanship Skills

These are also important. The membership/relationships committee must be able to do the following:

- Analyze and describe the demographics of the community—economics, youth population, organizational structure.
- Know the institutional life of the community—who joins what.
- Be sensitive to the values of people and organizations.
- Know the purposes and priorities of chartered organizations and prospective chartered organizations.

The Boy Scouts of America has an extraordinary support system that should be brought to the attention of heads of organizations. Registering or reregistering a unit is only the beginning of a year-round relationship between that organization and the Boy Scouts of America. There should be regularly scheduled contact with heads of chartered organizations and chartered organization representatives by the professional.

- Personal visits—at least once a year, prior to charter renewal
- Phone contacts—at least three times a year
- Mailings—at least every other month

Issues and subjects to be discussed might include:

- Needs and concerns of the chartered organization
- Scout Sunday and Scout Sabbath information
- Unit leader training opportunities
- Participation of the chartered organization representative in district committee meetings and the council annual business meeting
- Youth Protection training for adults and personal safety awareness for youth.

- Unit Good Turns for the chartered organization
- Council and district activities

A wealth of community resources becomes available to the chartered organization through Scouters who serve as commissioners, trainers, merit badge counselors, and skill specialists, to name a few. As a result, a true sense of community support envelops the organization. The head of an organization wants success. Scouting must be presented as contributing to that success in a variety of ways, such as:

- · Community outreach
- Service to youth and the community
- Fulfilling the organization's purposes and objectives

In short, by virtue of the support system, the chartered organization leaders know that others care about them.

The Boy Scouts of America is the greatest youth organization in the world. If Scouters understand all its intricacies, especially the relationship with chartered organizations, and what Scouting has to offer in human terms, then growth in delivery of a quality program can and will be achieved.





The Membership Cycle

Membership is a year-round responsibility and must be approached in a systematic manner. Traditionally, a major membership recruitment effort has been held in the fall. Plans must also be made to recruit systematically in the spring months so that youth have the opportunity to participate in Cub Scout or Boy Scout camps or other summer trips.

New-unit organization must be carefully planned so that the program is readily available to those who are eligible. Enough units must be functioning to handle the influx of newly recruited members. The majority of new Cub Scout packs, Boy Scout troops, Varsity Scout teams, and Venturing crews should be organized in the spring. It is recommended that 70 percent of the new-unit business be completed prior to the end of June.

JANUARY

- Professional staff growth planning conference (one or two days, early in the month)
- · District staff approval of goals
- District commitment to goals at council/district Key 3 meeting
- Assemble final draft of council growth plan
- Council executive board's approval
- Visit prospective chartered organizations for new-unit events
- Recruit district fall roundup chairs
- Complete Webelos-to-Boy Scout and Boy Scout-to-Venturer transition plans

FEBRUARY

- Conduct activity interest surveys for Venturing
- · Conduct boy-fact surveys

Schedule of Events

The council membership/relationships committee plans a full year's program so that this essential aspect of Scouting receives the attention it must have.

Several elements of the plan operate on a continuing basis. The recruit-of-the-month plan should be ongoing and should complement special activities. The Webelos-to-Boy Scout and Boy Scout-to-Venturer transition programs should be continuously pursued.

The following month-by-month schedule of events, designed to build membership, will ensure a controlled and well-managed recruiting plan. Preceding every event or activity, adequate preparations must be made according to the generally accepted planning schedule. Recruiting events may be held as suggested or at any time convenient to your council or district.

- Plan spring recruitment campaign
- Together-plan kickoff for new packs, troops, teams, and crews
- Webelos-to-Boy Scout transition takes place
- Complete activity interest surveys
- Complete boy-fact survey
- Alternate date for new-unit event for packs, troops, teams, and crews
- Boy Scout-to-Venturer transition takes place
- Together-plan unit organization completed
- Spring recruiting effort
- Superintendents' breakfast and principals' luncheons

MARCH

APRIL

	• Unit leadership
	 Remind troops, that the district their open house
May	New unit follow
	Hold fall round conference
	Spring recruiting
	 Invite troop, te open house cha to district open
JUNE	Summer camp recruiting plan
	 Cub Scout day resident camp
	• Unit planning
	Complete new-

JULY

AUGUST

- p inventory
- , teams, and crews needs the name of se chair and leader
- w-up details
- dup planning
- ing plans
- eam, and crew air and unit leader n house training
- new-Scout
- camp and
- conferences held
- Complete new-unit organization
- Troop, team, and crew open house training held
- Plan Joining Night for Scouting rallies and open houses
- Summer camp and high-adventure recruiting activities for next year
- Assist troops, teams, and crews as they start their open house planning
- · Roundup training and kickoff with unit goals and report meetings with recognition
- Troops, teams, and crews organize open houses

SEPTEMBER

- Commitment to February new-unit event
 - · Boy-fact surveys
 - Hold roundups and Joining Nights for Cub Scouting
 - Individual unit rallies for sign-up and orientation
 - Boy Scouting, Varsity Scouting, and Venturing open houses held
 - · Boy Scouting, Varsity Scouting, and Venturing open houses held
 - Pack rallies, sign-up, and orientation
 - Conduct a Boy Scouting, Varsity Scouting, and Venturing open house debriefing
 - New-unit emphasis plan committee recruited, activated
 - Pack rally follow-up completed
 - Conduct telephone inventory
 - · Hold council or district relationship conference
 - Roundup completed and recognitions given
 - Unit inventories
 - Membership inventory for unregistered youth

OCTOBER

NOVEMBER

DECEMBER

Membership Events

Boy-Fact Survey. This is a survey taken in the school system with the cooperation of the principals, teachers, and the superintendent of schools. Completed survey forms will indicate the interests of Cub Scout—, Boy Scout—, and Varsity Scout—age boys. Survey cards are available through the local council service center.

Surveys may also be conducted in schools (private and public) by the district executive or volunteers among boys eligible to join now and also during the ensuing year. Facts can be used for the new-unit campaign in March as well as for the recruit-of-the-month plan in operation.

Contacts should be made with the chartered organization's leaders for briefing and to suggest that they seek the whole Scouting family (a Cub Scout pack, a Boy Scout troop, a Varsity Scout team, and a Venturing crew). An internal youth survey is made by the organization itself.

Recruit of the Month. This is a council-organized plan that encourages every unit to recruit and register at least one new member each month. Recognition is given to those units and leaders that achieve minimum standards, such as recruiting a member in each of at least seven months of a year. Scouting Anniversary Week is a good time to start this plan.

Scouting Anniversary Week events are used to encourage potential members to participate and to join an existing unit.

Recruiting Stations. Set up recruiting stations at council shows and expositions, malls and shopping centers, county fairs, etc., to promote the following:

Bring-a-Friend Night for unit meetings is a good event to build up your recruit-of-the-month plan.

Use Operation Eagle Search, advertised in local media and given emphasis, to recruit adults who are Eagle Scouts.



The Together Plan (formerly "New-Unit Campaign"). This is a method of organizing units on a more-than-one basis. The membership/relationships committee should spearhead the program. One of two approaches is used. The traditional campaign is one in which various community organizations are urged to attend a special kickoff dinner where the Scouting program and its benefits to the

chartered organizations are explained. Representatives from each interested community group are present and decide if they can adopt Scouting as their youth program, and commit to a schedule.

The other approach is similar, except only organizations with similar interests and functions are invited. For example, if all United Methodist churches in the district come together at one time to discuss organizing Scouting units, this, too, is a together plan, but with a more specific approach. The program here can be focused on the needs of a particular type of community organization.

The together plan should be kicked off in February or the early part of March so that appropriate followup can be made to ensure the completed organization of at least 70 percent of the district's new units prior to the end of June.

Activity Interest Survey. Conducted through the school system, this survey addresses the interests of young adults. The survey results give the district the facts needed to make approaches to potential participating organizations.

Surveys should be conducted in local high schools to determine needs of potential Venturers.

Patrol and Den Contests. The district may help the unit set up these contests that would assign points for attendance, uniforming, dues payments, participation, Scout advancement and new boy recruitment. The winning patrol or den gets an extra trip or treat.

Patrol and den contests may run one to two months, climaxing in an outdoor adventure.

Playground Roundup. At a local playground, have a fun-filled demonstration of Scouting skills and other activities. At the end of the program, invite the participating Scout-age boys to join.

Use the den and patrol contest winners or neighborhood displays and demonstrations.

Recruitment Toward Cub Scout and Boy Scout Camp. These special emphases are aimed specifically at nonmember youth who are graduating from kindergarten and the fifth grade.

Spring recruiting efforts should be conducted to enable new members to participate in summer activities, such as Cub Scout day camp, resident camp, and other summer events. Webelos Scout Den/Boy Scout Joint Activi-

ties. Troops should be encouraged to invite Webelos Scouts to visit a troop meeting and to attend a troop campout in order to encourage them to join their troop.

Join-in-Camporee. Invite prospective Boy Scouts (especially boys who will complete the fifth grade) to visit as a day guest of the district camporee.

Webelos-to-Boy Scout Transition. Cooperate with the commissioner staff to help every Cub Scout pack successfully graduate each Webelos Scout into an active Boy Scout troop. Seek the cooperation of those responsible for the program function in the district. Continue this year-round program to make sure former Webelos Scouts attend summer camp.

Take a carload of Webelos Scouts and prospective Boy Scouts to summer camp for a look around at activities. Make prior arrangements with the camp management to see if some special activities can be planned for them while they are there.

The Together-Plan Luncheon. If the activity interest survey indicates that a large number of young people are interested in certain areas, a luncheon may be held with community organizations that could organize Venturing crews in these areas. Heads of the various businesses, industries, and community organizations are invited to hear the story of Venturing. Afterward, they are encouraged to organize Venturing crews.

Roundup. The semiannual roundup program focuses the attention of the community on filling up the existing packs, troops, teams, and crews. Special incentives are offered to youth and leaders for recruiting new members during the roundup periods, which are in the spring (to recruit in time to participate in summer activities) and the fall.

Conduct a community organization survey—list all the potential chartered organizations in the district, their leaders, their facilities, their leadership potential, and their apparent interest in young people and community-based activities. Use the Community Organizational Survey Worksheet.

Joining Night. Joining Night for Cub Scouting is a concerted effort, usually led by the membership/relationships committee in late September or early October each fall in the school systems—private, parochial, or public—or other local organizations. An evening is designated for parents to gather at the school or other local meeting place to register themselves and their boys with the Boy Scouts of America through an existing or new pack. A few Boy Scouts may be picked up at Joining Night, but it is primarily for Cub Scouts. Information about the Joining Night program, as well as suggested roundup programs, is available from the national office.

Troop Open House. A troop open house can be an effective way to recruit new Scouts into a troop, especially in the spring when outdoor activities are on the horizon. Select a date, and set up a rally and troop camping display on the school grounds. Make a presentation to the fifth- and sixth-grade boys to spark their interest, and allow them to participate hands-on as much as possible. Give them an invitation to attend a troop open house with their parents, and have each boy fill out an "outdoor interest survey." Prior to the open house, make a follow-up phone call to the parent of each boy.

The open house should be a short, lively program with an explanation of troop activities and a calendar of future troop events. Invite the parents, as well as the new Scout, to become a part of the troop. For more details on how to conduct a troop open house, see the Troop Open House brochure.

Venturing Open House. This is a meeting of parents and Venturing-age youth with all members and leaders of the crew. The open house is planned to invite new youth to join, as well as make existing members feel good about what they do in the crew as they start a new program year. The meeting emphasizes the crew's program and specialty through visuals and hands-on activities. Visit www.scouting.org/venturing for details.

Team Open House. Teams can also conduct open houses to recruit new members, similar to a troop open house (see previous description).

Mini-Together Plans. In some areas, it will be possible to organize this on a like-organization basis; i.e., just for Methodist churches, Rotary clubs, or businesses. In other areas, it will be used to organize a small number of units (five-eight) with a variety of chartered organizations.

Relationships Conference. Hold a council relationships conference at least annually with the heads of the chartered organizations and their chartered organization representatives. The agenda for this meeting should include an explanation of council services and help available to the chartered organiza-

tion to accommodate its needs. Also include the role of the chartered organization representative and the relationships of chartered organizations to the Boy Scouts of America. For details on running a relationships conference, see *Foundations for Growth*.



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Hold a district relationships conference to continue the cultivation of present chartered organizations. Other community organizations can be invited to participate also. Discuss membership, leadership, religious emblems programs, and support available from the district.

Telephone Inventory. Conduct a telephone survey to every unit to reveal unregistered youth. This may be an important November/December task.

School Classroom/Get-Acquainted-with-Scouting Meeting.

Visit school classrooms to interest youth in Scouting. Follow up in the next night or two with a "get-acquainted-with-Scouting meeting" for a new unit.

In each classroom, give children a colorful flier promoting the meeting and indicating that their "ticket of admission" is an adult. Tell each class that no child will be admitted without at least one adult (parent, neighbor, older brother or sister, godparent, foster parent, other relative, or adult friend). Children influence adults to attend. You will have a group of people to work with at the get-acquainted meeting.

In high schools, show Venturing's video, *Hangin' Out: Venturing Youth Recruiting*, on the school's in-house channel and put Venturing fliers in the library.



Resources

LITERATURE

A Handbook for District Operations, No. 34739

Annual Charter Agreement, No. 524-182

The Chartered Organization Representative, No. 33118 (online only)

Training the Chartered Organization Representative, No. 04-113

Community Organizational Survey Worksheet, No. 03-222

Council/District Growth Plan Workbook, No. 513-943 (online only)

Foundations for Growth, No. 04-925 (online only)

New-Unit Application, No. 28-402

Relationships Division Resources—A Bibliography of Materials for Council Use With Chartered Organizations, No. 04-400 (online only)

Selecting District People, No. 34512

Selecting Quality Leaders, No. 522-981

The Together Plan, No. 32990 (online only)

Troop Open House, No. 520-706

Venturing Recruiting Poster, No. 33486A

AUDIOVISUALS

Commissioner Service and District Operation Support, No. AV-06DVD08

Promoting Scouting to Potential Charter Organizations, No. 522-915

This Is Scouting DVD, No. 36118

Youth Protection Guidelines DVD, No. 36121

For more information or questions on any of the references in this manual, call 972-580-2000.

RECOGNITION AWARDS

Organizer Pin, No. 1053, is worn on civilian wear by a new-unit organizer.

The William D. Boyce New-Unit Organizer Award square knot is worn on the adult volunteer's uniform. A program device can be worn representing the type of additional units organized, up to three units.

Notes



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