

Regional and Area Organization Structure



Position Profiles

Introduction to Regional Operations and Organization

This is a guide to the operations and organization of the Boy Scouts of America for new regional or area volunteers. It is an honor and privilege to serve at this level. It is expected that regional and area officers will actively serve in their roles and attend area, regional and national meetings or conferences. Active leadership and participation is critical to supporting the mission of the region and areas.

There are four regions in the Boy Scouts of America, each headed by a regional president. Each region has geographical clusters of councils called *areas*. Areas are administrative units that provide direct service to local councils. The mission of the region is to provide liaison between the National Council and local councils to achieve the purposes of Scouting and to maintain standards, policies, programs, and procedures established by the Boy Scouts of America. The region is responsible for the effective operation of each of its councils: the proper alignment of councils, sufficient qualified volunteer and professional leadership in each council, and effective program for financing each council.

Regional Responsibilities

1. To communicate national policy, programs, and information to local councils within regional jurisdiction.
2. To listen to local council volunteers and professionals and convey to the National Council innovative ideas for strengthening the programs and policies of the Boy Scouts of America.
3. To provide professional and volunteer support to councils to help them meet Journey to Excellence standards and criteria.
4. To maintain established standards and provide ongoing training to keep volunteers and professionals updated.
5. To serve councils, through areas, by providing ongoing services, counsel, guidance, mentoring and support.

Regional Functions

1. Conduct an Annual Council Progress Review for each council. Target Journey to Excellence Objectives and strategic long range plans.
2. Conduct annual camp visitations to help maintain national standards and monitor camp long range plans.
3. Conduct training, on an ongoing basis, to all council personnel (both volunteer and professional) to keep them in tune with changing programs and social needs. This can be accomplished through called meetings of professionals and volunteers on a cluster, area, region, or national level.
4. Assist councils in maintaining the best, most competent professionals in all councils through the appropriate personnel system.
5. Assist councils in meeting their fiduciary responsibilities as a financially sustainable council including revenue generation, governance and fiscal management.
6. Assist councils with administration support and training.
7. Help council volunteers and professionals achieve goals using all the resources available through the region, area, and National Council.

Responsibilities of Regional Officers

Region President

- Serves as volunteer leader of the region.
- Serves as a member of the Regional Key 3 with the Regional Commissioner and Regional Director and be an active member of the regional executive board and executive committee.
- Serves as a member of the National Executive Board and the Regional Presidents' Group.
- Presides at all regional executive board and executive committee meetings.
- Acts as "communicator" with all National Council standing committees.
- Provides needed volunteer support to help areas and councils be successful in meeting goals and objectives and Journey to Excellence standards and criteria.
- Appoints the regional nominating committee in consultation with the regional director.
- In the event of a vacancy in the position of regional vice president or area president appoints a successor (subject to the approval of the regional executive committee) to complete the unexpired term.
- Appoints regional Scouters, in consultation with the regional director, to give leadership to studies of council mergers, consolidations, joint council ventures, and boundary realignments, in collaboration with the National Council.
- Appoints regional task forces as needed in consultation with the appropriate regional vice president and regional director.
- Helps maintain standards and policies of the Boy Scouts of America.

Region Commissioner

- Serves as a member of the Regional Key 3 with the Regional President and Regional Director and an active member of the regional executive board and executive committee.
- Works closely with the National Commissioner, in providing quality commissioner service throughout the region and the areas in support of local councils for the purpose of improving unit retention.
- Encourages communications between national, area and council commissioners to ensure that councils provide opportunities for immediate commissioner orientation, frequent basic training and monthly learning experiences for all commissioners.
- Provides needed volunteer support to help areas and councils be successful in meeting goals and objectives and Journey to Excellence standards and criteria.
- Provides direction and support to area commissioners especially related to the membership validation process; unit charter renewal; conducting and tracking unit visits; counseling regarding particular situations; and recruiting and training a full staff of commissioners.
- Supports areas and councils in improving unit to commissioner ratios, monthly unit visits.
- Helps maintain standards and policies of the Boy Scouts of America.

Region Director

- Serves as the regional leader for a large and diverse geographical area within the national structure of the BSA.
- Responsible for the attainment of the objectives of the national strategic plan in the region.
- Serves as an active member of the Assistant Chief Scout Executive, Council Operations, and Chief Scout Executive's management team.
- Provides leadership in developing and implementing plans and programs to operate and grow the organization in the region.
- Represents the expressed needs of professional and volunteer Scouters within councils and the areas of the region.
- Provides needed volunteer support to help areas and councils be successful in meeting goals and objectives and Journey to Excellence standards and criteria.
- Responsible and accountable for the operations, programs, finances, employees, and volunteer relationships of the region to accomplish the goals and objectives established by the National Council.
- Recruits, guides, develops, and motivates a corps of competent volunteers in sufficient number to supply effective support to the councils of the region.
- Participates in the development and placement of professional personnel, as appropriate, in cooperation with the Assistant Chief Scout Executive and human resources. Provides guidance regarding the employment of the best qualified individuals in key local council leadership roles in the region.
- Serves as the professional advisor for the Regional Key 3.
- Serves as the professional advisor to the regional executive board and executive committee.
- Responsible for implementing and maintaining national standards, policies, rules and regulations, and general board resolutions within the region.

Staff Advisor to various Operating Committees

- A member of the Regional staff, National staff or a collaborative team of both as determined by the Regional director and respective Group Director.
- Responsible for the attainment of the objectives of the committee in accordance with national strategic plan.
- Provides leadership in developing and implementing plans and programs to lead the committee in support of local councils.
- Recruits, guides, develops, and motivates a corps of competent volunteers in sufficient number to effectively and efficiently operate a committee in support of local councils.
- Serves as the professional advisor to the committee.
- Helps maintain standards and policies of the Boy Scouts of America.

Region Executive Vice President

- Serves as a member of the regional executive board and executive committee.
- Presides at Regional meetings when the Regional president is unable to attend.
- Provides needed volunteer support to help areas and councils be successful in meeting goals and objectives and Journey to Excellence standards and criteria.
- Provides leadership in serving local councils in support of national strategic plan.

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- Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the regional president.

Assistant Regional Commissioner

- Serves as a member of the regional executive board and executive committee.
- Cheerfully and faithfully completes all assignments of the regional commissioner.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the regional commissioner.

Region Vice President – Finance

- Serves as a member of the regional executive board and executive committee and on the national Finance Committee.
- Chairs the meetings of the Regional Finance Committee.
- Supports local councils to improve their financial health as measured by the Journey to Excellence key performance indicators of:
 - Fiscal Management
 - Fundraising
 - Endowment/Major Gifts
 - Youth Serving Executives
- In consultation with staff, helps local councils become informed about the latest fundraising concepts and techniques including those in Friends of Scouting, capital campaigns, project sales, direct mail solicitations, special events, and foundation grant proposals.
- Promotes and supports the Journey to Excellence efforts of area and council Finance chairs in achieving favorable operating net assets to expense ratio, an increased percentage in council-generated contributions and an increase in the percent of new permanently restricted Endowment to expense.
- Promotes major gifts development programs, including the promotion of regional and national major gifts events, estate seminars, training and use of National Council resources for securing major gifts.
- Provides guidance and support for investment stewardship in local councils. Through area leadership, provides resources to local council leadership to develop and implement their council investment policy, define their internal controls, define risk to reward tolerance, define goals and establish effective structure.
- Keeps fully informed of United Way and other federated funding to effectively support local councils in their relationships with these agencies.
- Provides leadership to the annual council audit process. Takes necessary action, as needed, to assure fiscal integrity of all councils and to assure that proper accounting and reporting methods are being used.
- Helps maintain standards and policies of the Boy Scouts of America for financial development and stewardship working with area leadership.
- This position reports to the regional president.

- Major Gifts/Endowment Chairman

- Serves as a member of the regional executive board and executive committee.
- Provides guidance and support for investment stewardship in local councils. Through area leadership, provides resources to local council leadership to develop and implement their council investment policy, define their internal controls, define risk to reward tolerance, define goals and establish effective structure.
- Promotes and supports the Journey to Excellence efforts of area and council Finance chairs in achieving endowment growth.
- Promotes major gifts development programs, including the promotion of regional and national major gifts events, estate seminars, training and use of National Council resources for securing major gifts.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the regional vice-president Finance.

Region Vice President – Membership

- Serves as a member of the regional executive board and executive committee and serves on national Membership Committee.
- Chair the meetings of the Regional Membership Committee.
- Promote, through areas and local councils, nationally coordinated membership initiatives with specific chartered partner groups to increase the number of registered youth per council.
- Promotes and provide encouragement to area and local council leadership to extend Scouting programs to emerging multicultural markets, including Hispanic and Asian communities.
- Promotes and supports the Journey to Excellence efforts of area and council Membership chairs in achieving an increase in market share percentage, increased percentage in membership growth and an increase in percentage of membership retention.
- Provide leadership to annual membership recruitment and new unit development campaigns to positively impact the market share of local councils.
- Promote best methods for membership growth and outreach including target emerging markets to positively impact the market share of local councils.
- Promote recognition of outstanding service by adult individuals or organizations in rural or low-income urban backgrounds with the promotion of the Whitney M. Young Service Award and other membership related recognitions.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the regional president.
- Exploring Chairman
 - Serves as a member of the regional executive board and executive committee and serves on the national Exploring Committee.
 - Promotes and encourages local council assistance for posts to achieve the National Exploring Excellence Award annually through Area Exploring Chairs.
 - Provides needed volunteer support to help areas and councils be successful in meeting goals and objectives and Journey to Excellence standards and criteria.

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- Assists area leadership in recruiting an adequate number of members to carry out council level Exploring efforts.
 - Promotes Exploring with top business leaders in the region.
 - Promotes recognition of outstanding service by adult individuals or organizations with the various Exploring related recognitions.
 - Assists in identifying opportunities to expand the Exploring program.
 - Helps maintain standards and policies regarding Learning for Life programs and leadership.
 - This position reports to the vice president of Membership.
- **Charter Partner Relationships Committee Chairman**
 - Serves as a member of the regional executive board and executive committee
 - Promote strong relationships with our chartered partners.
 - Assists area and council leadership in building and strengthening relationships with community organizations.
 - Work with area and council leadership to successfully conduct Together We Organize events annually for targeted partners.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the vice president of Membership.

Region Vice President – Marketing

- Serves as a member of the regional executive board and executive committee and serves on the national Marketing Committee.
- Chair the meetings of the Regional Marketing Committee.
- Coordinates marketing plans in support of local councils in specific media markets working through the area leadership to promote membership initiatives and relationships development.
- Provides updated materials from the National B.S.A. in support of area and council needs.
- Provides needed volunteer support to help areas and councils be successful in meeting goals and objectives and Journey to Excellence standards and criteria, specifically Voice of the Scout.
- Responsible for promoting the active participation in the Voice of the Scout program in assigned councils and assisting in the improvement of their Net Promoter Scores.
- Promotes key national initiatives and projects in local councils and assists with development of marketing strategies in the region.
- Promotes the use of national statistical data and surveys to assist local councils with program outreach and outcomes.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the regional president.

Region Vice President – Program

- Serves as a member of the regional executive board and executive committee, and serves on national Program Committee.
- Chairs the meetings of the Regional Program Committee.
- Promotes adult volunteer training in local councils as one of the cornerstones to quality programs and youth retention.
- Ensures, through a task force of volunteers and area representatives, the highest level of training for Wood Badge and NYLT course directors throughout the region.
- Provides leadership and promotion to council led leadership development courses including Powderhorn, Kodiak and Sea Badge.
- Promotes and supports the Journey to Excellence efforts of area and council Program chairs in achieving:
 - A percentage increase in Cub Scout and Boy Scout advancements.
 - A percentage increase in Cub Scout and Boy Scout camping.
 - An increase in the amount of community service provided.
 - An increase in the number of direct contact leaders who are trained.
- Promotes adult leader recruitment and engagement through programs such as Friend Storming and Scout Parents.
- Promotes and supports area leadership in conducting area program conferences in support of local councils.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the regional president.

- **Region Training Chairman (Volunteer Development)**
 - Serves as a member of the regional executive board and executive committee
 - Improves the Journey to Excellence scores of every council in the region.
 - Oversees and coordinates the efforts of the Area Training Chairs.
 - Promotes attendance at region and national training events.
 - Coordinates regional and multi-area training events.
 - Serves as a member of the Region Program Committee.
 - Serves as a member of the National Volunteer Training Committee to develop overall strategies, plans and initiatives to provide the best training possible for our volunteers and youth leaders.
 - Disseminates National Volunteer Training Committee strategies, plans, and initiatives within the Region to support their implementation and provide feedback to the committee on successes and challenges within the Region.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the vice-president Program.

- **Region Advancement Chairman**
 - Serves as a member of the regional executive board and executive committee
 - Improves the Journey to Excellence scores of every council in the region.
 - Oversees and coordinates the efforts of the Area Advancement Chairs.
 - Serves as a member of the Region Program Committee.

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- Serves as a member of the National Volunteer Advancement Committee to develop overall strategies, plans and initiatives to provide the best advancement program possible for our volunteers and youth leaders.
 - Disseminates National Advancement Committee strategies, plans, and initiatives within the Region to support their implementation and provide feedback to the committee on successes and challenges within the Region.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the vice-president Program.

- **Region Jamboree Chair**

- Serves as a member of the regional executive board and executive committee
- Responsible for the successful promotion, recruiting, and implementation of the operating plan for both World and National Jamborees.
- Works in collaboration with Area and Council Jamboree Chairs disseminating all information from the Jamboree Department.
- Schedules and Chairs monthly meetings/teleconferences of Area Jamboree Chairs.
- Ensures that all assigned Areas have an active Jamboree Chair.
- Ensures that all Area Chairs and Ambassadors have adequate training and current information.
- Schedules the Regional Jamboree Ambassador to promote and recruit staff at all scheduled Regional events.
- Assists each Area Jamboree Chair in scheduling Jamboree Ambassadors to promote and recruit staff and youth participants for the National Jamboree at all Area and Council events including: Area meetings and workshops, council camporees, merit badge events, commissioner colleges, University of Scouting programs and similar opportunities for mass marketing.
- Monitors the engagement and performance of Area Jamboree Chairs and Ambassadors.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the Regional Vice President – Program.

- **Region Summit Ambassador**

- Assist the region committee in integrating Summit promotions into events, visits and promotions conducted in the region.
- Represents and promotes The Summit at region meetings and events.
- Works with the region Outdoor Programs committee to establish The Summit as part of the outdoor adventure marketing plan.
- Works with the local council and area leadership within the region to encourage council contingent participation in Summit programs.
- Coordinates with the Order of the Arrow region leadership to identify promotions opportunities at regional events.
- Serves as resource to area and council Summit Ambassadors and, where possible, assists them with large events or presentation opportunities.
- This position reports to the Region Jamboree Chairman

○ Region Outdoor Adventures Chair

- Serves as a member of the regional executive board and executive committee
- Represents the region on the National Outdoor Adventures Committee.
- Coordinates the promotion of high-adventure bases, approved international events, and other national outdoor adventures.
- Provides leadership to area and local councils on the promotion of risk management and health and safety issues including use of risk management committees and the Guide to Safe Scouting.
- Responsible for ensuring that all local council outdoor programs are conducted by trained and certified staff members and meet national camping standards and state mandated standards, through the standing committees of the outdoor adventures function and the active participation of their chairmen and committee members in bringing solutions to local councils.
- Recruit regional leadership for the following programs:
 - Regional Order of the Arrow Chairman
 - Regional Outdoor Programs Committee Chairman
 - Regional NCAP Chairman
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the regional vice-president program.

○ Region Outdoor Programs Committee Chairman

- Serves as a member of the Regional Outdoor Committee and represents the region on the National Outdoor Programs Committee.
- Responsible for growth in Journey to Excellence scores in all councils in the areas of Cub Scout and Boy Scout camping.
- Chair the meetings of the Regional Outdoor Programs Committee.
- Assists local councils in developing sales and marketing plans to ensure increase in camp attendance.
- Provides leadership to the certification and promotion of Project COPE, Climbing/Rappelling, Leave No Trace and other national outdoor initiatives.
- Promote the relationship between Scouting and conservation, including promotion of the William T. Hornaday Award.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the Regional Outdoor Adventures Chairman.
- Recruits regional representatives with subject to the approval of the Key 3 of Regional Outdoor Adventures for the following National Task Forces:
 - a) Aquatics
 - b) Camping/Outdoor
 - c) Climbing
 - d) Conservation
 - e) COPE
 - f) Outdoor Ethics
 - g) Shooting Sports

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- Region NCAP Chairman
 - Coordinates and oversees the camp application, analysis, authorization, assessment, and accreditation processes at the Regional level.
 - Chairs, oversees and recruits members for the Regional NCAP Committee.
 - Serves as a member of the National NCAP Committee and the Regional Outdoor Adventures Committee.
 - Prepares reports to the Regional Board and Outdoor program Support Committee.
 - Oversees the Camp “Authorization to Operate” process in the Region.
 - Establishes regional priorities for camp Authorization to Operate review.
 - Supports Area Presidents and Area Directors in assisting councils through the authorization to operate process.
 - Works with Area Camp Assessment Chairs to plan authorization to operate review schedules.
 - Trains Regional Camp Accreditation Committee reviewers and Area Camp Accreditation mentors.
 - Oversees the Camp Assessment process in the region:
 - Appoints and assists the Regional Camp Assessment Coordinator.
 - Serves as a resource for Area Camp Assessment Chairs in responding to questions from the field, including issues raised in on-site assessments concerning the Authorization to Operate.
 - Oversees the Camp Accreditation process in the region:
 1. Establishes panels and procedures to consider and determine accreditation appeals from the area level.
 2. Acts on requests for waivers and forwards recommendations on variances.
 3. Oversees meetings with councils to discuss accreditation actions.
 - Oversees and directs the Camp Strategic Analysis process within the region:
 1. Participates with regional and area professional staff in determining camps needing strategic analysis and review.
 - Oversees meetings with councils to discuss camp strategic analysis reviews and recommendations.
 - Serves as a catalyst to encourage and facilitate council strategic planning for camps.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the Regional Outdoor Adventures Chairman.

 - Region Camp Assessment Coordinator
 - Coordinates and oversees implementation of the camp assessment process at the regional level. This is primarily a resource, information and support position.
 - Appointed in accordance with regional procedures.
 - Supports Area Presidents and Area Directors in appointing Area Camp Assessment Chairs.
 - Establishes Regional priorities for camp assessment review.
 - Works with Regional Camp Accreditation Chairman and Area Camp Assessment Chairs to plan authorization review schedules.

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- Serves as a resource for Area Camp Assessment Chairs in responding to questions from the field including issues raised in on-site assessments.
 - Prepares reports to the Regional Board and Outdoor Program Support Committee.
 - Serves as a member of the Regional NCAP Committee.
 - Serves as a member of the National NCAP Committee.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the Regional NCAP Chairman.
- **Region Order of the Arrow Chairman**
 - Serves as a member of the regional executive board and executive committee and serves on the national Order of the Arrow Committee.
 - Chair the meetings of the Regional Order of the Arrow Committee.
 - Serves as a member of the National Order of the Arrow Committee.
 - Serves as adviser to the Regional Order of the Arrow Chief.
 - Promotes the importance of councils obtaining Quality Lodge status.
 - With the region staff adviser, is responsible for administering and managing regional Order of the Arrow programs including National Leadership Seminars, National Lodge Adviser Training Seminars, Section Chief Training (Gathering), and Region participation in the National Order of the Arrow Conference (NOAC).
 - Gives direction to section advisers and the region Order of the Arrow committee.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the Regional Outdoor Adventures Chairman.
 - **Region Venturing Advisor/Commodore**
 - Serves as a member of the regional executive board and executive committee and serves on the national Venturing/Sea Scouting committee.
 - Chair the meetings of the Regional Venturing/Sea Scouting Committee.
 - Serves as adviser to the Regional Venturing/Sea Scout President/Boatswain.
 - Promotes the importance of councils obtaining Quality Crew/Ship status.
 - With the region staff adviser, is responsible for administering and managing regional programs, Adviser Training, and Region participation in the national events
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the Regional Vice-President Program.

Region Vice President – Leadership and Performance

- Serves as a member of the regional executive board and executive committee, and serves on the national Leadership and Performance Committee.
- Chairs the meetings of the Regional Leadership and Performance Committee.
- Provides support to the area leadership in assisting local council executive boards with assessments, resources, retreats, district operations support and new BSA business models.

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- Provides leadership in serving councils with solutions to build capacity in local councils through positively impacting council governance.
 - Provides needed volunteer support to help areas and councils be successful in meeting goals and objectives and Journey to Excellence standards and criteria in council and district leadership.
 - Promotes and supports the Annual Progress Review process for local councils.
 - Provides support to area leadership to assist councils with performance management, strategic planning (My Council Plan) and governance.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the regional president.
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- **Region Strategic Planning Committee**
 - Serves as a member of the regional executive board and executive committee
 - Provides support to area leadership to assist councils with strategic planning (My Council Plan).
 - Works to ensure all council have growth in the Journey to Excellence standard pertaining to Council Leadership.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the Regional Vice-President Leadership & Performance.
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- **Region Youth Protection Chairman**
 - Serves as a member of the regional executive board and executive committee.
 - Appointed by the Regional Vice-President Leadership & Performance, in conjunction with the Regional President and Director. Serves as a member of the regional executive board and executive committee.
 - In conjunction with an assigned Region or National professional advisor, is responsible to the Region Vice-President Leadership & Performance for support and oversight of the administration and delivery of the youth protection program of the BSA to the Region through the Area and council organizations;
 - Position also carries with it a corresponding position on the National Youth Protection Committee, as at-large Regional representative to that committee. As an at-large member of a National committee, there should be a strong commitment to attend all scheduled or prescribed meetings.
 - A youth protection-oriented volunteer with specific expertise in one or more of the following fields: Social services, Law enforcement, Criminal or civil justice, (i.e., prosecutors, judicial, academia), Prevention, Investigation, Intervention, Advocacy, Policy, Sex offender treatment, Child abuse therapy, Children's Advocacy Center, Victim advocates (with direct supervised experience in the criminal justice system), or Forensic interviewer. Preferred to have an understanding of, and/or background in, child abuse and maltreatment, with knowledge of youth victimization.
 - Be the focal-point and key driver of youth protection throughout the Region
 - Assists in recruiting Area youth protection leadership, and support youth protection training and strategy development actions focused at region, area and council levels

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- Reports to the Regional Vice-President Leadership & Performance, and in so doing, acts as one of the principal advisors on all matters relating to youth protection and any pertinent youth protection initiatives, plans, programs, policies, communications, or actions that affect the BSA;
 - Keeps the National Youth Protection Committee and BSA's Youth Protection Director informed of key issues within the specific Region in regard to youth protection issues.
 - Ensures Area teams are providing appropriate support to councils, to include: plans, programs, communications, or actions that will support Scouting's overall youth protection program throughout Scouting;
 - Prepares an annual report for submission to the Executive Board on the status of Youth Protection compliance in the Region, and any future strategic plans.
 - Helps maintain standards and policies of the Boy Scouts of America.
- Alumni/National Eagle Scout Association Chairman
 - Serves as a member of the regional executive board and executive committee.
 - Chair the meetings of the Eagle Scholarship committee.
 - Coordinate and communicate national Alumni Associations initiatives.
 - Ensure that an approved process for awarding Eagle Scout Scholarships is in place in accordance with the guidelines of the national Eagle Scout Association.
 - Report the distribution of Eagle Scout Scholarships to the executive board and executive committee.
 - Works with area chairs to ensure every council has an active alumni Relations and NESAs committee.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the Regional Vice-President Leadership & Performance.

Special Committees (By Region Appointment)

- Region Nominating Committee Chairman
 - Serves as a member of the regional executive board and executive committee.
 - Promotes year-round selection, cultivation and recruitment of the right volunteers to serve at the regional and area level working closely with the regional president, area presidents and regional director.
 - Adheres to the annual nominating process and schedule for the region as outlined in the *Charter and Bylaws of the Boy Scouts of America*.
 - Presents the Nominating Committee report for the region at the Regional Board Meeting held in conjunction with the National Annual Meeting of the Boy Scouts of America.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the regional president.

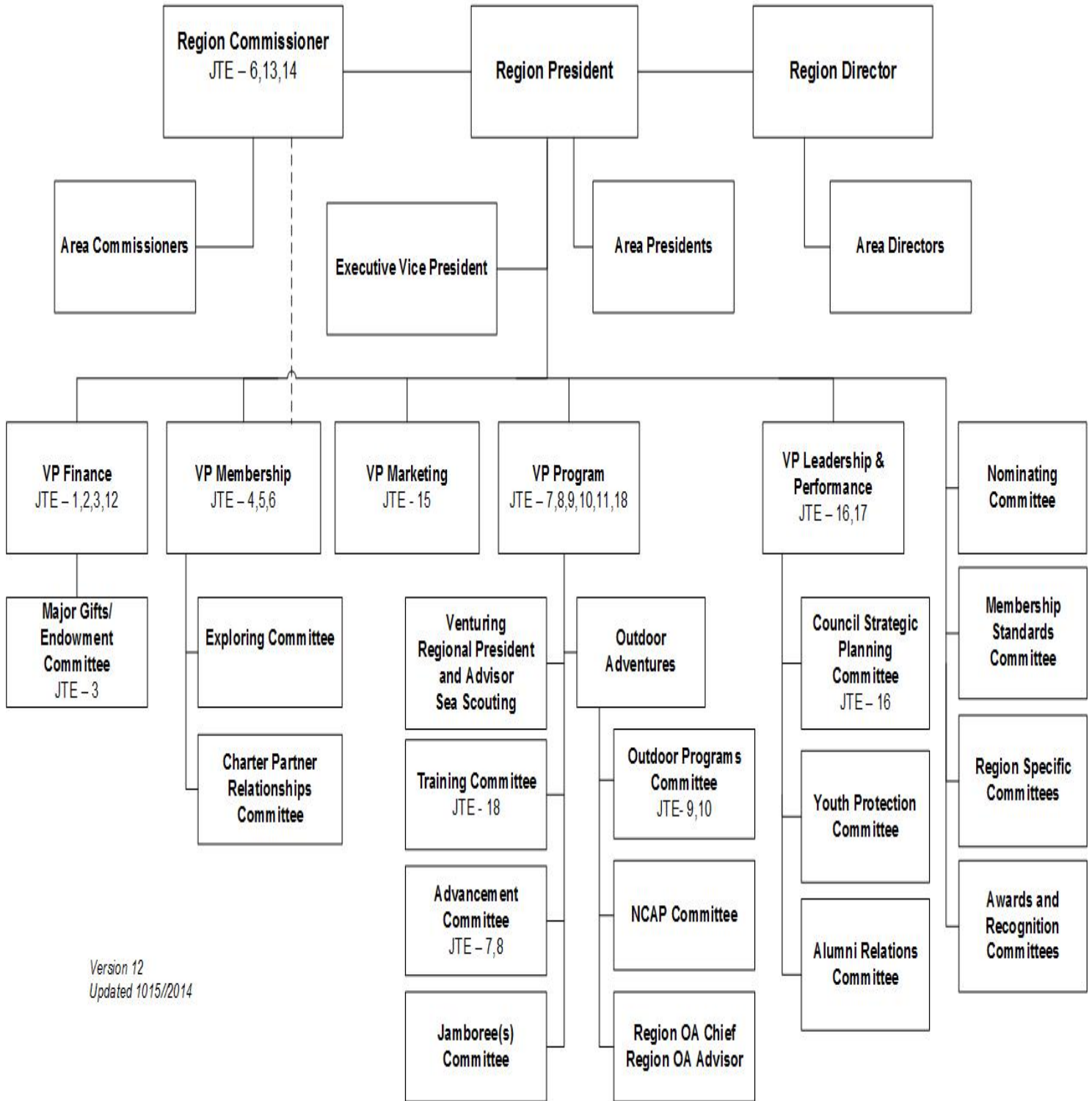
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- Region Membership Standards Committee Chairman
 - Serves as a member of the regional executive board and executive committee.
 - Chair the meetings of the regional registration review committee to review all appeal requests for reinstatement of membership in the Boy Scouts of America.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the regional president.

 - Trust Committee Chairman
 - Serves as a member of the regional executive board and executive committee.
 - Chair the meetings of the Trust committee to review and approve grant requests.
 - Ensure that an approved process for distributing allocated funds is in accordance with the guidelines of the individual trusts.
 - Report the distribution of funds to the executive board and executive committee.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the regional president.

 - Awards and Recognition Committee Chairman
 - Serves as a member of the regional executive board and executive committee.
 - Promotes volunteer recognition including Silver Buffalo and regional Silver Antelope awards.
 - Annually selects the region's class of Silver Antelopes.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the regional president.

 - Regional Ad-hoc Committees
 - Various temporary committees may be formed by the Regional President

Regional Volunteer Committee Structure



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Responsibilities of Area Officers

Area President

- Serves as a member of the regional executive board and executive committee.
- Presides at area meetings.
- Appoints vice presidents and committee chairmen as needed.
- Support councils in obtaining the Journey to Excellence standards and criteria, in part, through development and implementation of the Area Service Plan each year.
- Appoints area task forces as needed in consultation with the appropriate regional vice president and the area director.
- Develops relationships with area-wide chartered organizations.
- Promotes national, regional and area events.
- Assists with special council needs.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the regional president.

Area Commissioner

- Serves as a member of the region commissioner cabinet and Area Key 3 committee.
- Works closely with the Regional Commissioner, Area President and Area Director in providing quality commissioner service throughout the Area in support of local councils for the purpose of improving unit retention.
- Ensures that councils provide opportunities for immediate commissioner orientation, frequent basic training, and monthly learning experiences for all commissioners.
- Supports councils in improving unit to commissioner ratios and monthly unit visits.
- Provides direction and support to council commissioners especially related to the membership validation process, unit charter renewal, conducting and tracking unit visits, counseling regarding particular situations, recruiting and training a full staff of commissioners, and supporting the annual commitment and achievement of the Journey to Excellence Recognition Award programs for units, districts and councils.
- Works with the Area President to secure the help of Area committees in meeting local council needs.
- Supports councils in obtaining their Journey to Excellence standards and criteria.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the area president.

Area Director

- Serves as a direct liaison with local councils in an Area within the region.
- Manages issues and initiatives related to council operations, human resources, volunteers, and relationships with community organizations within the Area.
- Responsible for direct support of assigned councils within the Area.
- Facilitates human resources initiatives to include Scout executive selection, employee coaching, issues, and placement. Serves as coach/evaluator and facilitates quarterly reviews of Scout Executives within the Area.

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- Provides needed volunteer support to help areas and councils be successful in meeting goals and objectives and Journey to Excellence standards and criteria, in part, through development and implementation of the Area Operating Plan each year.
 - Actively serves as the interim Scout executive for a council during a vacancy, and ensures a successful handoff and continuity for the successor.
 - Recruits, guides, develops, and motivates a corps of competent volunteers in sufficient number to supply effective support to the councils of the Area.
 - Serves as the professional advisor for the Area Key 3.
 - Serves as the professional advisor to the Area committee.
 - Responsible for implementing and maintaining national standards, policies, rules and regulations, and general board resolutions within the Area.

Area Vice President(s) – At Large

- Serves as a member of the area committee.
- Presides at area meetings when the area president is unable to attend.
- Supports assigned local councils in providing an active communications link between area, regional and national resources and the local council leadership.
- Supports councils in obtaining their Journey to Excellence standards and criteria.
- Provides leadership in serving local councils in support of national strategic plan.
- Carries out other duties assigned by the area president.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the area president.

Area Vice President – Finance

- Serves as a member of the Region Finance Committee.
- Chairs the meetings of the area Finance Committee.
- Supports local councils to improve their financial health as measured by the Journey to Excellence key performance indicators of:
 - Fiscal Management
 - Fundraising
 - Endowment/Major Gifts
 - Youth Serving Executives
- In consultation with staff, helps local councils become informed about the latest fundraising concepts and techniques including those in Friends of Scouting, capital campaigns, project sales, direct mail solicitations, special events, and foundation grant proposals.
- Promotes and supports the Journey to Excellence efforts of area and council Finance chairs in achieving favorable operating net assets to expense ratio, an increased percentage in council-generated contributions and an increase in the percent of new permanently restricted Endowment to expense.
- Promotes major gifts development programs, including the promotion of regional and national major gifts events, estate seminars, training and use of National Council resources for securing major gifts.
- Provides guidance and support for investment stewardship in local councils. Through area leadership, provides resources to local council leadership to develop and

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- implement their council investment policy, define their internal controls, define risk to reward tolerance, define goals and establish effective structure.
 - Keeps fully informed of United Way and other federated funding to effectively support local councils in their relationships with these agencies.
 - Provides leadership to the annual council audit process. Takes necessary action, as needed, to assure fiscal integrity of all councils and to assure that proper accounting and reporting methods are being used.
 - Helps maintain standards and policies of the Boy Scouts of America for financial development and stewardship working with area leadership.
 - This position reports to the area president.
 - **Major Gifts/Endowment Chairman**
 - Serves as a member of the Region Major Gifts/Endowment Committee
 - Provides guidance and support for investment stewardship in local councils. Through council leadership, provides resources to develop and implement their council investment policy, define their internal controls, define risk to reward tolerance, define goals and establish effective structure.
 - Promotes and supports the Journey to Excellence efforts of council finance chairs in achieving endowment growth.
 - Promotes major gifts development programs, including the promotion of regional and national major gifts events, estate seminars, training and use of National Council resources for securing major gifts.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the area vice-president Finance.

Area Vice President – Membership

- Serves as a member of the Region Membership Committee
- Chair the meetings of the area Membership Committee.
- Promote, through local councils, nationally coordinated membership initiatives with specific chartered partner groups to increase the number of registered youth per council.
- Promotes and provide encouragement local council leadership to extend Scouting programs to emerging multicultural markets, including Hispanic and Asian communities.
- Promotes and supports the Journey to Excellence efforts of council Membership chairs in achieving an increase in market share percentage, increased percentage in membership growth and an increase in percentage of membership retention.
- Provide leadership to annual membership recruitment and new unit development campaigns to positively impact the market share of local councils.
- Promote best methods for membership growth and outreach including target emerging markets to positively impact the market share of local councils.
- Promote recognition of outstanding service by adult individuals or organizations in rural or low-income urban backgrounds with the promotion of the Whitney M. Young Service Award and other membership related recognitions.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the area president.

○ Exploring Chairman

- Serves as a member of the Region Exploring Committee
- Promotes and encourages local council assistance for posts to achieve the National Exploring Excellence Award annually through council Exploring chairs.
- Provides needed volunteer support to help councils be successful in meeting goals and objectives and Journey to Excellence standards and criteria.
- Assists council leadership in recruiting an adequate number of members to carry out council level Exploring efforts.
- Promotes Exploring with top business leaders in the area.
- Promotes recognition of outstanding service by adult individuals or organizations with the various Exploring related recognitions.
- Assists in identifying opportunities to expand the Exploring program.
- Helps maintain standards and policies regarding Learning for Life programs and leadership.
- This position reports to the vice president of Membership.

○ Charter Partner Relationships Committee Chairman

- Serves as a member of the Region Charter Partner Relationships Committee
- Promote strong relationships with our chartered partners.
- Assists council leadership in building and strengthening relationships with community organizations.
- Work with council leadership to successfully conduct Together We Organize events annually for targeted partners.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the vice president of Membership.

Area Vice President – Marketing

- Serves as a member of the Region Marketing Committee
- Chair the meetings of the area Marketing Committee.
- Coordinates marketing plans in support of local councils in specific media markets working through the council leadership to promote membership initiatives and relationships development.
- Provides updated materials from the National B.S.A. in support of council needs.
- Provides needed volunteer support to help councils be successful in meeting goals and objectives and Journey to Excellence standards and criteria, specifically Voice of the Scout.
- Responsible for promoting the active participation in the Voice of the Scout program in assigned councils and assisting in the improvement of their Net Promoter Scores.
- Promotes key national initiatives and projects in local councils and assists with development of marketing strategies in the area.
- Promotes the use of national statistical data and surveys to assist local councils with program outreach and outcomes.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the area president.

Area Vice President – Program

- Serves as a member of the Region Program Committee
 - Chairs the meetings of the area Program Committee.
 - Promotes adult volunteer training in local councils as one of the cornerstones to quality programs and youth retention.
 - Ensures, through a task force of volunteers and council representatives, the highest level of training for Wood Badge and NYLT course directors throughout the region.
 - Provides leadership and promotion to council led leadership development courses including Powderhorn, Kodiak and Sea Badge.
 - Promotes and supports the Journey to Excellence efforts of council Program chairs in achieving:
 - A percentage increase in Cub Scout and Boy Scout advancements.
 - A percentage increase in Cub Scout and Boy Scout camping.
 - An increase in the amount of community service provided.
 - An increase in the number of direct contact leaders who are trained.
 - Promotes adult leader recruitment and engagement through programs such as Friend Storming and Scout Parents.
 - Promotes and supports council leadership in conducting area program conferences in support of local councils.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the area president.
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- **Area Training Chairman (Volunteer Development)**
 - Serves as a member of the Region Training Committee
 - Improves the Journey to Excellence scores of every council in the area.
 - Oversees and coordinates the efforts of the council Training Chairs.
 - Promotes attendance at area, region and national training events.
 - Coordinates area and multi-council training events.
 - Serves as a member of the area Program Committee.
 - Develops overall strategies, plans and initiatives to provide the best training possible for our volunteers and youth leaders.
 - Disseminates National Volunteer Training Committee strategies, plans, and initiatives within the Region and area to support their implementation and provide feedback to the committee on successes and challenges within the area.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the vice-president Program.
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- **Area Advancement Chairman**
 - Serves as a member of the Region Advancement Committee.
 - Improves the Journey to Excellence scores of every council in the area.
 - Oversees and coordinates the efforts of the council Advancement Chairs.
 - Serves as a member of the area Program Committee.
 - Develops overall strategies, plans and initiatives to provide the best advancement program possible for our volunteers and youth leaders.

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- Disseminates National Advancement Committee strategies, plans, and initiatives within the area to support their implementation and provide feedback to the committee on successes and challenges within the area.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the vice-president Program.

- Area Jamboree Chair

- Serves as a member of the Region Jamboree Committee.
- Responsible for the successful promotion, recruiting, and implementation of the operating plan for both World and National Jamborees.
- Works in collaboration with Council Jamboree Chairs disseminating all information from the Jamboree Department.
- Schedules and Chairs monthly meetings/teleconferences of council Jamboree Chairs.
- Ensures that all assigned councils have an active Jamboree Chair.
- Ensures that all council Chairs and Ambassadors have adequate training and current information.
- Schedules the area Jamboree Ambassador to promote and recruit staff at all scheduled area events.
- Assists each council Jamboree Chair in scheduling Jamboree Ambassadors to promote and recruit staff and youth participants for the National Jamboree at all Council events including: council meetings and workshops, council camporees, merit badge events, commissioner colleges, University of Scouting programs and similar opportunities for mass marketing.
- Monitors the engagement and performance of council Jamboree Chairs and Ambassadors.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the area Vice President – Program.

- Area Summit Ambassador

- Assist the area committee in integrating Summit promotions into events, visits and promotions conducted in the area.
 - Represents and promotes The Summit at area meetings and events.
 - Works with the area Outdoor Programs committee to establish The Summit as part of the outdoor adventure marketing plan.
 - Works with the local council leadership within the area to encourage council contingent participation in Summit programs.
 - Coordinates with the Order of the Arrow leadership to identify promotions opportunities at council events.
 - Serves as resource to council Summit Ambassadors and, where possible, assists them with large events or presentation opportunities.
 - This position reports to the area Jamboree Chairman

○ Area Outdoor Adventures Chair

- Represents the area on the Region Outdoor Adventures Committee.
- Coordinates the promotion of high-adventure bases, approved international events, and other national outdoor adventures.
- Provides leadership to local councils on the promotion of risk management and health and safety issues including use of risk management committees and the Guide to Safe Scouting.
- Responsible for ensuring that all local council outdoor programs are conducted by trained and certified staff members and meet national camping standards and state mandated standards, through the standing committees of the outdoor adventures function and the active participation of their chairmen and committee members in bringing solutions to local councils.
- Recruit area leadership for the following programs:
 - Area Order of the Arrow Chairman
 - Area Outdoor Programs Committee Chairman
 - Area NCAP Chairman
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the area vice-president program.

○ Area Outdoor Programs Committee Chairman

- Serves as a member of the area Outdoor Committee and represents the area on the Regional Outdoor Programs Committee.
- Responsible for growth in Journey to Excellence scores in all councils in the areas of Cub Scout and Boy Scout camping.
- Chair the meetings of the area Outdoor Programs Committee.
- Assists local councils in developing sales and marketing plans to ensure increase in camp attendance.
- Provides leadership to the certification and promotion of Project COPE, Climbing/Rappelling, Leave No Trace and other national outdoor initiatives.
- Promote the relationship between Scouting and conservation, including promotion of the William T. Hornaday Award.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the area Outdoor Adventures Chairman.

○ Area NCAP Chairman

- Coordinates and oversees the camp application, analysis, authorization, assessment, and accreditation processes at the area level.
- Chairs, oversees and recruits members for the area NCAP Committee.
- Serves as a member of the Regional NCAP Committee and the Regional Outdoor Adventures Committee.
- Prepares reports to the area Board and Outdoor program Support Committee.
- Oversees the Camp “Authorization to Operate” process in the area.
- Ensures regional priorities for camp Authorization to Operate are followed.

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- Supports Council Presidents and Scout Executives in the authorization to operate process.
 - Trains area Camp Accreditation Committee reviewers and Area Camp Accreditation mentors.
 - Oversees the Camp Assessment process in the area:
 - Oversees the Camp Accreditation process in the area:
 - a. Oversees meetings with councils to discuss accreditation actions.
 - Oversees and directs the Camp Strategic Analysis process within the area:
 - a. Participates with council and area professional staff in determining camps needing strategic analysis and review.
 - b. Oversees meetings with councils to discuss camp strategic analysis reviews and recommendations.
 - c. Serves as a catalyst to encourage and facilitate council strategic planning for camps.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the area Outdoor Adventures Chairman.
- Area Camp Assessment Coordinator
- Coordinates and oversees implementation of the camp assessment process at the area level. This is primarily a resource, information and support position.
 - Appointed in accordance with regional procedures.
 - Follows Regional priorities for camp assessment review.
 - Works with area Camp Accreditation Chairman to plan authorization review schedules.
 - Serves as a resource in responding to questions from the field including issues raised in on-site assessments.
 - Prepares reports to the area Board and Outdoor Program Support Committee.
 - Serves as a member of the Regional NCAP Committee.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the area NCAP Chairman.
- Area Order of the Arrow Chairman
- Chair the meetings of the area Order of the Arrow Committee.
 - Serves as a member of the Region Order of the Arrow Committee.
 - Serves as adviser to the area Order of the Arrow Chief.
 - Promotes the importance of councils obtaining Quality Lodge status.
 - With the area staff adviser, is responsible for administering and managing regional Order of the Arrow programs including National Leadership Seminars, National Lodge Adviser Training Seminars, Section Chief Training (Gathering), and area participation in the National Order of the Arrow Conference (NOAC).
 - Gives direction to council OA advisers and the area Order of the Arrow committee.

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- Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the area Outdoor Adventures Chairman.
 - **Area Venturing Advisor/Commodore**
 - Serves as a member of the Region Venturing/Sea Scouting Committee.
 - Chair the meetings of the area Venturing/Sea Scouting Committee.
 - Serves as adviser to the area Venturing/Sea Scout President/Boatswain.
 - Promotes the importance of councils obtaining Quality Crew/Ship status.
 - With the area staff adviser, is responsible for administering and managing regional programs, Adviser Training, and area participation in the national events
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the area Vice-President Program.

Area Vice President – Leadership and Performance

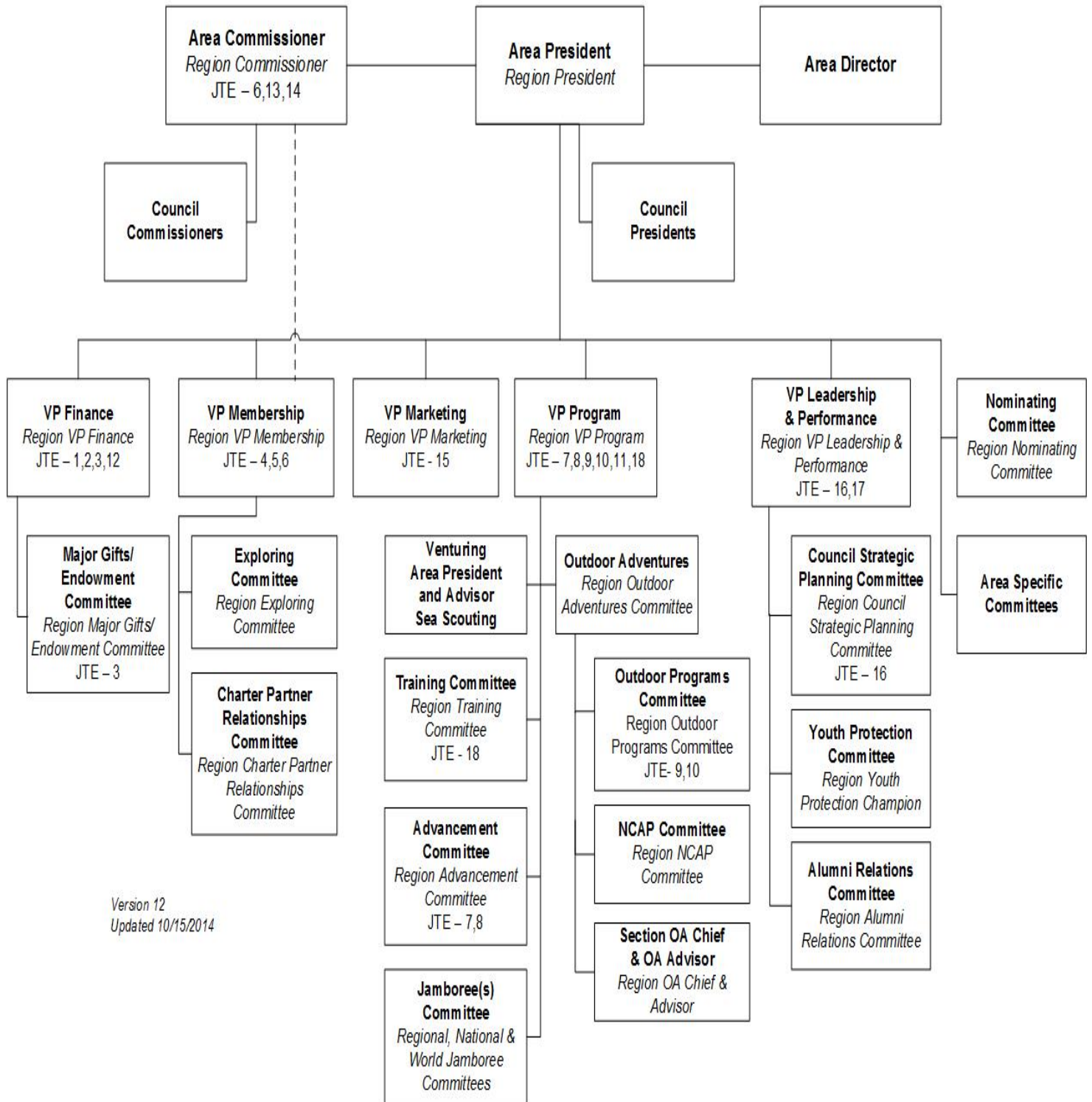
- Serves as a member of the Region Leadership and Performance Committee.
- Chairs the meetings of the area Leadership and Performance Committee.
- Provides support to the local council executive boards with assessments, resources, retreats, district operations support and new BSA business models.
- Provides leadership in serving councils with solutions to build capacity in local councils through positively impacting council governance.
- Provides needed volunteer support to help councils be successful in meeting goals and objectives and Journey to Excellence standards and criteria in council and district leadership.
- Promotes and supports the Annual Progress Review process for local councils.
- Provides support to councils with performance management, strategic planning (My Council Plan) and governance.
- Helps maintain standards and policies of the Boy Scouts of America.
- This position reports to the area president.
- **Area Strategic Planning Committee**
 - Serves as a member of the Region Strategic Planning Committee.
 - Provides support to councils with strategic planning (My Council Plan).
 - Works to ensure all council have growth in the Journey to Excellence standard pertaining to Council Leadership.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the area Vice-President Leadership & Performance.
- **Area Youth Protection Chairman**
 - Serves as a member of the Region Youth Protection Committee.
 - Appointed by the area Vice-President Leadership & Performance, in conjunction with the area President and Director.
 - In conjunction with an assigned area or regional professional advisor, is responsible to the area Vice-President Leadership & Performance for support and oversight of the administration and delivery of the youth protection program of the BSA to the area through council organizations

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- There should be a strong commitment to attend all scheduled or prescribed meetings.
 - A youth protection-oriented volunteer with specific expertise in one or more of the following fields: Social services, Law enforcement, Criminal or civil justice, (i.e., prosecutors, judicial, academia), Prevention, Investigation, Intervention, Advocacy, Policy, Sex offender treatment, Child abuse therapy, Children’s Advocacy Center, Victim advocates (with direct supervised experience in the criminal justice system), or Forensic interviewer. Preferred to have an understanding of, and/or background in, child abuse and maltreatment, with knowledge of youth victimization.
 - Be the focal-point and key driver of youth protection throughout the area
 - Assists in recruiting council youth protection leadership, and support youth protection training and strategy development actions focused at region, area and council levels
 - Reports to the area Vice-President Leadership & Performance, and in so doing, acts as one of the principal advisors on all matters relating to youth protection and any pertinent youth protection initiatives, plans, programs, policies, communications, or actions that affect the BSA;
 - Keeps the Regional Youth Protection Committee and BSA’s Youth Protection Director informed of key issues within the specific area in regard to youth protection issues.
 - Ensures committee members are providing appropriate support to councils, to include: plans, programs, communications, or actions that will support Scouting’s overall youth protection program throughout Scouting
 - Prepares an annual report for submission to the area Board on the status of Youth Protection compliance in the area, and any future strategic plans.
 - Helps maintain standards and policies of the Boy Scouts of America.
- Alumni/National Eagle Scout Association Chairman
 - Serves as a member of the Region Alumni/NESA Committee.
 - Attend the meetings of the Eagle Scholarship committee.
 - Coordinate and communicate national Alumni Associations initiatives.
 - Ensure that an approved process for awarding Eagle Scout Scholarships is in place in accordance with the guidelines of the national Eagle Scout Association.
 - Works with council presidents to ensure every council has an active alumni Relations and NESA committee.
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the area Vice-President Leadership & Performance.

Special Committees (By Area Appointment)

- Area Nominating Committee Chairman
 - Promotes year-round selection, cultivation and recruitment of the right volunteers to serve at the area level working closely with the area president and director.
 - Adheres to the annual nominating process and schedule for the region.
 - Presents the Nominating Committee report for the area to the regional nominating committee
 - Helps maintain standards and policies of the Boy Scouts of America.
 - This position reports to the area president.
- Area Ad-hoc Committees

Area Volunteer Committee Structure



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