



Chartered Organization Representative

Position Description

Overview:

“The Chartered Organization Representative is the Chief Scout Executive of his/her Chartered Organization, as appointed by the executive officer or board of that organization. The Chartered Organization owns the scout unit, its program, and its equipment and has contracted with the Council to provide BSA programming in compliance with BSA Policies and Procedures. The Chartered Organization Representative is an active member of that organization. Through the unit committees, the COR works to ensure the long-term health and sustainability of Scouting units in the Chartered Organization.” *BSA Chartered Org. Rep. Manual.*

Responsibilities:

- Recruit, train, and appoint the unit’s committee chairman to provide continuing and effective service for that unit.
- Represent your organization as a voting member of Crossroads of America Council.
- Serve as a voting member of the North Star District Committee, especially at year end elections.
- Serve as needed and as may be agreed, as a member of one of the district committee’s committees.
- Meet once every six months with assigned Unit Commissioner, unit leader, and unit chair on the “state of the unit(s)” and request any needed support from District Committee via Unit Commissioner.
- In consultation with the District Commissioner Jeff Heck’s staff, act as an arbiter when unit conflict occurs.
- Provide leadership to the unit charter renewal process.
- Use Journey to Excellence to identify strong points in units and points where units need help.
- Attend all meetings listed below.

Essential Meetings:

- Monthly District Committee Meeting (4th Thursday of month), at Second Presbyterian Church
- Unit Committee Meetings, as needed (to assure proper function and familiarity with unit’s adherence to Chartered Organization’s Mission for scouting)
- Unit Meetings, as needed (to assure familiarity with unit’s activities)
- Annual District Election of Officers (December) at Second Presbyterian
- Annual Business Meeting of Council (January) at Belzer

Leader: Executive officer of Chartered Organization

Term of Service:

At the pleasure of the Chartered Organization.

Volunteer Support: Unit Committee Chair, Unit Leader (e.g., Cubmaster, Scoutmaster)
Unit Commissioner as assigned from time to time
District Committee, Chair Steve James
District Commissioner, Jeffrey Heck and his staff

Professional Staff Support: North Star District Executive Con Sullivan

Scout Education and Program Center
7125 Fall Creek Road North
Indianapolis, IN 46256
317-813-7125

Anderson Scout Center
1420 E. Tenth St.
Anderson, IN 46012
765-644-6687

Hagerstown Scout Center
199 S. Plum St.
Hagerstown, IN 47346
765-489-4552

Muncie Scout Center
3400 E. Jackson St.
Muncie, IN 47303
765-288-0223

Terre Haute Scout Center
501 S. 25th St.
Terre Haute, IN 47803
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www.crossroadsbsa.org



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