



# **Arrowhead Honor**

## **Progress Record for Council Commissioner**



**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone/Email:** \_\_\_\_\_

**District/Council:** \_\_\_\_\_

**BSA Member ID:** \_\_\_\_\_

***The Arrowhead Honor recognizes proficiency in the contemporary tools and techniques commissioners use to provide effective Unit Service.***

***Prerequisites for the Council Commissioner Arrowhead Honor include:***

- A current Youth Protection Training Certificate
- Council Commissioner Orientation
- Council Commissioner Basic Training

***Completion Date:*** \_\_\_\_\_

***The commissioner must complete the following in order to demonstrate focus on the four primary areas of Unit Service and participation in continuing commissioner education:***

**Improve the quality of commissioner service within assigned districts:**

1. Chair a minimum of six council commissioner meetings (staff or cabinet meetings, council wide commissioner meetings, etc.) during a 12-month period.

***Completion Date:*** \_\_\_\_\_

2. Recruit enough Assistant Council Commissioners to support the unit service efforts of the council. Create position descriptions as needed.

***Completion Date:*** \_\_\_\_\_

3. Instruct District Commissioners in recruiting and unit assignment techniques. Counsel them in developing their staff to provide an adequate succession plan.

***Completion Date:*** \_\_\_\_\_

4. Develop a method that communicates and tracks all unit assignments utilizing My.Scouting tools and the Unit Performance Guide, paying particular attention to dedicated commissioners.

***Completion Date:*** \_\_\_\_\_

5. Ensure that commissioner recognition programs are utilized within the council

**Completion Date:** \_\_\_\_\_

**Support unit growth through the Journey to Excellence criteria:**

1. Review each District's Journey to Excellence performance at least quarterly.

**Completion Date:** \_\_\_\_\_

2. Focusing on the Unit Service aspects of the Council's Journey to Excellence, support improvement efforts as a member of the Council Key 3.

**Completion Date:** \_\_\_\_\_

**Link unit needs to Council operating committees (as applicable):**

1. Assist assigned Districts by linking them to Council Operations, either to fill a need or to introduce them to possible resources.

**Completion Date:** \_\_\_\_\_

2. Share best practices between Districts on any of the following: recruiting, retaining or training commissioners, and effective use of Commissioner Tools.

**Completion Date:** \_\_\_\_\_

**Support timely charter renewal (as applicable):**

1. Ensure that the council has adequate processes in place to ensure timely and accurate charter renewal.

**Completion Date:** \_\_\_\_\_

**Continuing Education:**

1. Ensure that training opportunities exist for the commissioner corps that covers the commissioner training continuum, such as Basic training, College of Commissioner Science or other advanced training or planning conferences.

**Completion Date:** \_\_\_\_\_

2. Demonstrate and maintain proficiency in utilizing My.Scouting tools and the Journey to Excellence Dashboard and Finish Line reports.

**Completion Date:** \_\_\_\_\_

**Approved by:** \_\_\_\_\_  
Professional Advisor/Area Commissioner

**Date:** \_\_\_\_\_

**Recognition Items:**

1. Arrowhead Honor Award Certificate  
Template available on the Awards and Recognition page of the Commissioner's website at Scouting.org.
2. Commissioner Arrowhead Honor Emblem (#604940)