

# ***Arrowhead Honor***

## ***Progress Record for Unit 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 Arrowhead Honor include:***

- A current Youth Protection Training certificate
- Unit Commissioner Basic Training

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

***The commissioner must complete the following in order to demonstrate focus on unit service and participation in continuing commissioner education:***

**Contact units and capture their strengths and needs in Commissioner Tools:**

1. Contact each assigned unit at least quarterly during a 12-month period.
2. Work with your district commissioner or ADC to identify the need for more frequent contacts, focusing on new, at risk, or priority needs units as determined by the DC/ADC.
3. Use Commissioner Tools to log contacts that include meaningful comments.

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

**Support unit growth:**

1. Complete at least one collaborative assessment for each assigned unit.
2. Using the collaborative assessment, guide each assigned unit in developing a Unit Service Plan specific to their needs.
3. Demonstrate and maintain proficiency in utilizing My.Scouting tools through regular reporting on the status of all units you serve.

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

**Linking unit needs to district operating committee resources:**

1. As needed, assist a unit by linking them to the District Operating Committee, either to fill a unit need or to introduce them to some segment of the committee as a possible resource.
2. Attend at least 50% of your district commissioner's monthly staff meetings.
3. Review progress of your units at commissioner staff meetings.

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

**Support timely charter renewal:**

1. Deliver assistance to a unit in such a way that it results in an accurate, on-time charter renewal.
2. Help a unit resolve charter renewal issues in accordance with local council procedures.

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

**Continuing Education:**

1. Complete the onboarding process with an assigned coach.
2. Attend at least one College of Commissioner Science, Commissioner Conference, Impact Session, or equivalent advanced training specifically designed for commissioners.

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

**Approved by:** \_\_\_\_\_  
District Commissioner/Assistant District Commissioner

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

**Recognition Items:**

1. Arrowhead Honor Award certificate  
Template available on the Awards and Recognition page of the Commissioner's website  
<https://www.scouting.org/commissioners/recognition/>
2. Commissioner Arrowhead Honor emblem (#604940)