

Ideas for Board Member Orientation

- Plan the event. The Scout executive takes the lead and plans the event.
- Conduct a group orientation session. Spend half a day with new members at a prestigious location; or take them to camp; or start at 4:00 p.m. and work through dinner.
- Include the council president, council commissioner, and other key officers.
- Involve an experienced board member who is articulate and a good instructor.
- Assign experienced board members as mentors to new members. Ask mentors to call new members before their first meeting, and have them greet and sit with new members at the meeting.
- Have a morning session at the council office for new board members. Provide individual coaching and establish a rapport with new members.
- Send new members a welcome letter and enclose orientation books. Write the member's name on the inside front cover.
- Make the orientation session more meaningful by being sure new members receive committee assignments and other specific tasks to perform.
- Prepare a folder, kit, or notebook for new members that contains key information about the council (budget, operating statement, council map, executive board roster, etc.).

Use of the Council Executive Board Orientation Workshop

The council executive board is key to the overall success of the units within each council. The workshop will help create in all board members an understanding of and a commitment to the four functions of council operations: finance, membership, program, and unit service. The board's governance, active involvement, and focus on council finances are critical to your success. This workshop was designed to give both experienced and new board members comprehensive training on their role on the board and the methodology for achieving and maintaining Journey to Excellence status. This should be mandatory training for all board members.

Overall time (Varies depending on the number of modules used at a time) The introductory video piece is 1 minute, 44 seconds long and will automatically show when the DVD is installed unless you place it on pause. Its purpose is to describe the modules and what they are about to experience. Every council was given a notebook with the DVD, CD, and syllabus back in 2007. The modules and support materials can now be found online on [MyBSA>Resources>Mission Impact>Organizational Solutions> Council Resources](#).

Facilitator This training is facilitated by the council president, council commissioner, and the Scout executive. You may also involve some experienced key council officers in specific areas or throughout the entire training process.

Delivery mechanism This training combines DVD segments with interactive slides, discussion questions, and scenarios to communicate the key points and to hold your audience's interest. Encourage discussion and interaction. This imprints the information in a more meaningful and lasting way.

Presentation procedures The syllabus contains step-by-step instructions for each section. Each of your board members should receive a binder or folder that includes all the various support tools and aids discussed in the training. Personalize it for your council.

You'll be directed to reference these resources by reviewing them after each module of the training. The resources will also make good reference tools during the year to help guide them in their responsibilities, especially as an officer or committee chairman.

Goals of the Council Executive Board Orientation

- To understand the four functions of council operations: finance, membership, program, and unit service
- To enable all board members to understand their active role and importance in the organization
- To help them understand the need for additional board members
- To review their fiduciary responsibilities in that role
- To teach them the proven methods for projecting, acquiring, managing, and maintaining the financial needs of the council