

District Activities Committee Orientation

Sam Houston Area Council
January 2017



BOY SCOUTS OF AMERICA®

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Welcome!

As **district activities chair** of your district, you have a unique opportunity to assist your district Scouters in providing a quality program for our youth!

You have accepted the responsibility to ensure that all district activities are conducted in accordance with national and council guidelines.



Council Support

To keep you informed and provide updates to national and council program policies and guidelines, the council activities committee meets with district activities chairs four times per year :

- Key Leader Conference in January
- Council Coordinated meetings in April, August, and October.



Communication & Training

The **Key Leader Conference** breakout for district activities committee members is considered “basic training” for your position.

Council Coordinated breakouts provide updates on what’s new that is important for you to know in your district position.

This PowerPoint deck is provided to help orient you between those sessions.



District Operations

There are four basic functions of the district:

- Membership
- Fund development
- **Program** (which includes activities)
- Unit service



Program Function

The program committees of Sam Houston Area Council include:

- ***Activities & Civic Service***
- Advancement
- Camping
- Training
- Conservation
- International
- Sea Scouts
- Venturing

Most of these committees include sub-committees, which may not exist at the district level.

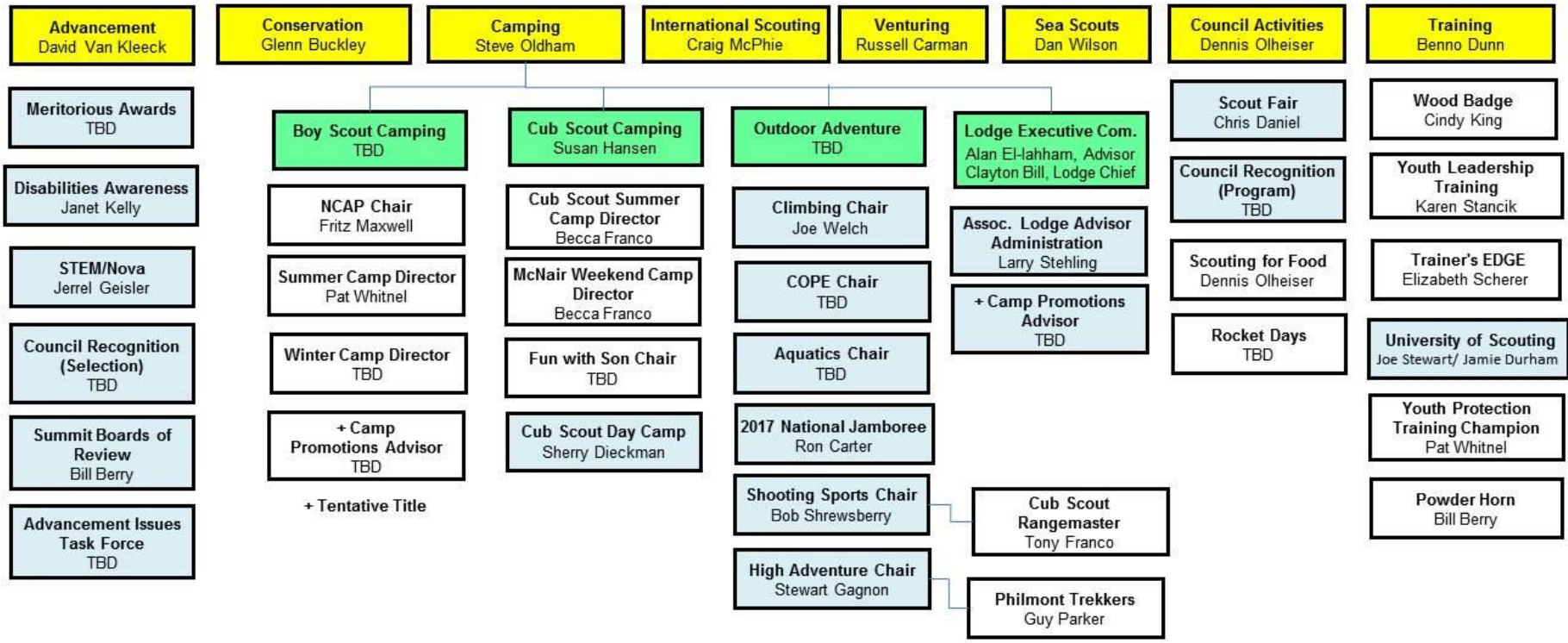


Sam Houston Area Council Program Committees

January 2017

- Standing Committee
- Support Committee
- Steering Committee
- Sub-Committee
- Individual/ No Committee

Vice Chair of Program
Diane Cannon



District Activities Chair

As district activities chair, your responsibilities include:

- Report to district program chair. Develop and implement a plan for activities and civic service projects in district.
- Ensure that activities are in accordance with national policy.
- Recruit and orient enough of the right kind of people for the district activities committee.
- Support and strengthen units by assuring program visibility and balance of activities.
- Promote and conduct displays and skill events
 - Tiger events
 - Webelos events
 - Camporees
 - First aid contests



District Program Chair

As district program chair, your responsibilities include:

- Report to district chair.
- Recruit enough of the right people as activities and civic service, training, camp promotion and outdoor, and advancement and recognition chairs.
- Ensure that district operating committee chairs and committee members are trained to carry out the functions of the district.
- Help district operating committee chairs recruit an adequate number of members to carry out the program functions of the district.
- Plan (with the district executive) the district's annual program planning conference and program review meeting.



Job Descriptions

Your complete job description as outlined by Sam Houston Area Council is provided as a handout for this slide deck. A copy can also be downloaded from the council website: “District Committee Job Descriptions.”

<http://www.samhoustonbsa.org/district-operations>



National Support Literature

BSA also provides a guidebook that will help prepare you for the tasks for which you will be responsible in your district:

Activities and Civic Service Committee Guide (No. 33082)



<http://www.scouting.org/filestore/mission/pdf/33082.pdf>



Reporting to Your District

Although you will likely be keeping local district records on your own, the council will regularly provide you with reports from ScoutNet that you may help you prioritize tasks.

Be sure to share this info with the appropriate Scouters in your district who can use it to help make a difference!



Sample Reports

Scout Fair Participation:

DISTRICT	UNITS PARTICIPATING			
	2016 Goals	2016 Actual		Total
		Booth	Service	
Iron Horse	18	12	3	15
Orion	19	11	3	14
Phoenix	23	12	4	16
Soaring Eagle	17	13	1	14
Tall Timbers	24	16	3	19
NORTH DIVISION	101	64	14	78
Flaming Arrow	26	13	7	20
Raven	20	16	0	16
San Jacinto	31	28	5	33
Skyline	14	12	0	12
EAST DIVISION	91	69	12	81
Aquila	20	13	0	13
Brazos	19	9	4	13
North Star	24	10	1	11
Thunder Wolf	27	19	1	20
Twin Bayou	6	6	0	6
SOUTH DIVISION	96	57	6	63
Big Cypress	21	19	1	20
Copperhead	17	11	2	13
Mustang	17	10	1	11
Texas Skies	17	19	2	21
WEST DIVISION	72	59	6	65
Arrowmoon	3	0	1	1
Brahman	6	4	2	6
David Crockett	6	7	1	8
George Strake	11	9	0	9
FRONTIER	26	20	4	24
Aldine Pathfinder	14	11	1	12
Antares	9	4	0	4
Tatanka	17	18	0	18
W L Davis	26	14	1	15
CENTRAL	66	47	2	49
LFL - Curriculum	0	0	0	0
Exploring - North	11	1	0	1
Exploring - South	7	0	0	0
Learning for Life	18	1	0	1
TOTAL COUNCIL	470	316	44	360

Attached is a copy of the end results for Council Scouting for Food Report by way of example.

[1. Scouting for Food\Copy of 2016 SFF Results \(006\).xls](#)



Using Doubleknot for District Events

What is Doubleknot?

- A configurable data management software suite focused on creating solutions for non-profit agencies.

Who Can Access Doubleknot?

- How can I gain access to doubleknot?
- Why does the council limit access to doubleknot?

What Kind of Things Can Be Done on Doubleknot?

- 2 major tasks for districts
 - Registration/Payment for Events
 - Surveys
- Other Tasks
 - Reservations & Facilities Management
 - Ticketing & Admissions
 - Donations & Fundraising

Why Do We Use Doubleknot for District Events?

- Information is standardized and accessible 24 hours a day
- Registration can be made easy to follow
 - Sign-ups are all directed to one location
- Funds can be collected ahead of time, meaning you know your event budget before the event happens, as well as units have more buy in to attend
- It is a secure site for financial data processing (unlike some other registration sites)

Should I create an Event or a Survey?

Event

Multiple Days

Multiple Registrant Types

Needs to collect \$

Needs to provide detailed description

Specific dates necessary

Survey

Not Collecting \$

Skips Payment info process

Can be done anonymously

Needs less detail

Doesn't need to be tied to a specific date

