Appendix F

UNIT COMMISSIONER WORKSHEET (PACK)

FOR USE AFTER VISITING A MEETING OF PACK NO. _____

Under each heading (bottom half of this page and reverse), circle the number of the statement that most closely resembles the pack meeting.

1 = An ideal situation
2 = Could be improved
3 = Needs action

To profile these statements, place a dot in the Unit Profile next to the heading and under the number that corresponds to the number you circled under that statement below and on reverse. To form a profile, connect the dots with a line.

For example, in the category titled "Leadership," a nearly ideal situation would be indicated by circling the "1" next to "Meeting had several adults involved in a smooth operation," and a dot in column 1 on the "Leadership" line of the Unit Profile.

Check the ways you intend to help by dating the appropriate boxes (bottom half of this page and reverse).

Keep this form with the unit roster.

UNIT PROFILE			
	1	2	3
Leadership			
Webelos dens			
Advancement			
Youth attendance			
Membership			
Family attendance			
Den participation			
Meeting operation			
Den chiefs			
Tiger Cub dens			

LEADERSHIP

1. Pack meeting had several adults involved in a smooth operation.
2. Several people involved but lacked coordination.
3. Cubmaster ran the entire meeting.

Some Ways to Help

- ☐ Coach Cubmaster in the value of delegating jobs.
- ☐ Ask for time at the next leaders' meeting to help coordinate jobs.
- ☐ Contact pack committee chairman about more adult leaders.
- ☐ Review adult responsibilities in the *Cub Scout Leader Book.*
- ☐ Convince Cubmaster of the value of training for pack leaders.

Literature Reference

Cub Scout Leader Book, "Leadership" chapter

DEN OPERATION

1. Dens meet separately, each with a trained leader who has a good planned program.
2. Dens meet separately but with little preplanning.
3. Dens do not meet separately.

Some Ways to Help

- ☐ Help pack form dens that meet separately.
- ☐ Urge pack trainer to get all den leaders trained.
- ☐ Guide leaders to use Cub Scout den meeting program sheets.
- ☐ Be sure every new boy is quickly assigned to a den.
- ☐ Discuss with pack leaders the kinds of den activities that are fun and exciting for boys.
- ☐ Be sure all den leaders and the Cubmaster are using *Cub Scout Program Helps.*

Literature Reference

Cub Scout Leader Book, "Cub Scout Organization" chapter

ADVANCEMENT

1. Awards made with parent(s) or guardian(s) participating in impressive ceremonies.
2. Awards to boys without parent(s) involved, with minimal ceremony.
3. No evidence of advancement.

Some Ways to Help

- ☐ Convince leaders to take training.
- ☐ Ask pack committee to appoint an advancement committee member.
- ☐ Discuss with pack leaders the use of advancement report forms.
- ☐ Help leaders plan an exciting ceremony using Cub Scout resource books.
- ☐ Encourage family involvement in presenting awards.

Literature References

Cub Scout Leader Book "Advancement" chapter and *Ceremonies for Dens and Packs*

YOUTH ATTENDANCE

1. More than 80 percent.
2. More than 60 percent.
3. Less than 60 percent.

Some Ways to Help

- ☐ Urge den leaders to contact families before pack meetings.
- ☐ Determine if weak leadership must be strengthened or replaced.
- ☐ Note parent participation as this affects boy attendance.
- ☐ Help leaders put more life into pack meetings.

Literature Reference

Cub Scout Leader Book, "Boys," "Program Planning," and "Family Involvement" chapters

MEMBERSHIP

1. New boys are inducted regularly.
2. An occasional new boy inducted.
3. No new boys.

Some Ways to Help

- ☐ Conduct a membership inventory as outlined in the *Cub Scout Leader Book.*
- ☐ Ask pack committee to appoint a membership committee member.
- ☐ Encourage Cubmaster to stage induction ceremonies.
- ☐ Help create new dens to allow for growth.
- ☐ Stress the importance of year-round recruiting.

Literature References

Cub Scout Leader Book "Leadership," "Resources," and "Den and Pack Management" chapters

ADULT ATTENDANCE

1. More adults than boys at meeting.
2. About the same number of adults as boys.
3. Only a few adults at meeting.

Some Ways to Help

- ☐ Explain the importance of activity for parents.
- ☐ Promote the idea of a rotating trophy for den attendance.
- ☐ Recommend pack meetings at the same time and place each month.
- ☐ Ask the pack committee to actively promote attendance.

Literature References

Cub Scout Leader Book "Family Involvement" chapter. Parents' guide in Cub Scout books.

DEN PARTICIPATION

1. All dens active at pack meeting.
2. All dens participate to some extent.
3. Weak den participation.

Some Ways to Help

- ☐ Encourage Cubmaster to get den chiefs trained.
- ☐ Urge the use of planning sheets to involve all dens.
- ☐ Encourage use of tables for each den's exhibits.
- ☐ Suggest that boys and families be seated by dens.

Literature References

Cub Scout Leader Book "Cub Scout Activities" and "Program Planning" chapters, *Cub Scout Program Helps,* and *Webelos Leader Guide*

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MEETING OPERATION

1. Orderly meeting ran without delays, using written program.
2. Good meeting but some confusion.
3. Disorderly meeting.

Some Ways to Help

- ☐ Coach Cubmaster on need for advance planning.
- ☐ Take leaders to next roundtable.
- ☐ Urge use of a written agenda showing everyone's duties.
- ☐ At next leaders' meeting discuss timing of a good pack meeting.

Literature References

Cub Scout Leader Book "Program Planning" chapter, *Cub Scout Program Helps,* and *Webelos Leader Guide*

DEN CHIEFS

1. All Cub Scout and Webelos Scout dens have active den chiefs.
2. Some den chiefs at meeting.
3. No den chiefs.

Some Ways to Help

- ☐ Meet with pack leaders and sell the den chief idea.
- ☐ Meet with Cubmaster and a Scoutmaster or crew Advisor to set up den chief recruiting.
- ☐ Meet with Cubmaster to set up den chief recruiting.
- ☐ Help pack trainer set up a den chief training plan.

Literature References

Cub Scout Leader Book "Leadership" chapter and *Den Chief Handbook.*

TIGER CUB DENS

1. There are one or more Tiger Cub dens, each with a trained Tiger Cub den leader.
2. Tiger Cub dens have little interaction with the pack.
3. There are no Tiger Cub dens.

Some Ways to Help

- ☐ Help pack leaders organize a Tiger Cub den.
- ☐ Urge pack leaders to get a Tiger Cub den leader trained.
- ☐ Help pack leaders understand the unique nature of the Tiger Cub program.
- ☐ Suggest five to nine partner teams per den.

Literature References

Tiger Cub Handbook and Tiger Cub chapter in *Cub Scout Leader Book*