



Fast Start For New Diocesan Chairmen



You're a New Diocesan Chairman!

Congratulations on choosing to promote Scouting as Catholic youth ministry by serving as a diocesan chairman for the National Catholic Committee on Scouting (NCCS)! This document provides some basic information on getting started in your new role.

Why You?

You were appointed by the bishop of your diocese* or his representative with the endorsement of the current chaplain and outgoing chairman. In some dioceses, you may have been elected by the diocesan Catholic committee on Scouting, but approved by the bishop or his representative. You were chosen because you were found to be highly regarded in your parish and civic community, to have administrative and leadership ability, and to have a willingness to dedicate yourself to the purpose of the NCCS.

The purpose of the NCCS is to utilize and ensure the constructive use of the program of the BSA as a viable form of youth ministry with the Catholic youths of our nation. The NCCS seeks to sustain and strengthen the relationship between the BSA and the Catholic Church and to work cooperatively with the National Federation for Catholic Youth Ministry (NFCYM) and various other groups involved in youth ministry in the United States.

The recommended term of office is two years and is renewable by appointment or election.

Getting Started

There are several things you need to know:

- What's expected of me?
- Where do I get help?
- What do I do next?

What's Expected of Me?

1. Work to provide the best possible climate for Scouting in your diocese.
2. Communicate and collaborate with the diocesan chaplain in the fulfillment of the duties of the office.
3. In cooperation with the diocesan chaplain, recruit qualified adults to give leadership to the diocesan Catholic committee.
4. Schedule regular meetings of the diocesan committee to review progress of current programs as well as to present new information.
5. Appoint chairmen of any ad hoc and standing committees.
6. Schedule an annual training session for each of the standing committees when practical.
7. Be responsible for reports, records and procedures of the diocesan Catholic committee.
8. Represent the diocese at NCCS business meetings and at regional NCCS meetings as a voting member.
9. Interact with BSA council executives, represent Catholic Scouting on the council relationships committee and request that the council appoint a BSA staff member as advisor to the Catholic committee on Scouting.
10. Appoint associate diocesan chairmen with the advice and counsel of the local council and diocesan sub-committee.
11. Communicate regularly with the associate diocesan chairmen of the diocesan Catholic standing committees for council service within the diocese.
12. Promote participation in the Gold Medallion and Quality Diocesan Committee Awards and the *Scouter Development: Lay Apostolate for Scouting* program.

FAST START FOR NEW DIOCESAN CHAIRMEN

Overview of the Function of the Diocesan Catholic Committee on Scouting

• Purpose

The purpose of the diocesan Catholic committee on Scouting is to give guidance, vitality and leadership in the spiritual emphasis of Scouting to all Catholic Scouts and Scouters of the diocese. While the diocesan bishop, or his appointed representative, may determine the method by which a diocesan committee is established and functions, a plan is outlined and offered below as a guide. The committee endeavors to make the entire Scouting program available to increasing numbers of youths in parish units and other units operated by Catholic organizations.

• Program

The agenda of the diocesan committee supplements the program of the Boy Scouts of America with special instructions and activities emphasizing the spiritual aspect of Scouting (see Goals and Objectives, Pub. 16-150).

• Responsibilities

The diocesan Catholic committee on Scouting shall:

1. Develop, schedule and carry out a program of youth ministry for all Scouting units with the Catholic Church that complements other BSA council or district activities as well as those of the parish and diocese.
2. Through publicity and other contacts, strive to reach all Catholic youths and Scouters in units not chartered to Catholic organizations to offer them participation in activities conducted by the committee.
3. Schedule regular meetings, preferably quarterly, to carry out diocesan and national programs and/or activities.
4. Promote attendance at annual NCCS meetings by appropriate committee officers and subcommittee chairmen for representation, training and information.
5. Advise BSA councils within the diocese on all matters relating to Scouting among Catholics.
6. Assist local BSA councils in making unit organization contacts with all parishes and church-related societies and help in the establishment of units within these organizations.

Where Do I Get Help?

There are several resources in addition to this document that will be of help to you in your role as diocesan chairman:

- The NCCS website (www.nccs-bsa.org) has a complete list of contacts, program descriptions, various applications and the NCCS *Bylaws* and *Handbook of Operating Procedures*. Section O of the Handbook pertains specifically to the role of the diocesan chaplain and the diocesan committee.
- A regional chairman and chaplain have the responsibility to assist diocesan leadership. These individuals are elected by their respective diocesan leadership. The regional chairman may be, or may identify another individual to be, your mentor.
- Your mentor may be any Catholic Scout chaplain who has served several years in your capacity or at a higher level and is familiar with the NCCS *Bylaws* and *Handbook of Operating Procedures*. Your mentor is an individual who has a desire to help other new leaders be effective. Your mentor avails himself as a resource to you when called upon to offer information or to help solve a problem. Most importantly, your mentor assists you in developing your initial set of goals (see *NCCS Leader's Handbook*).

What Do I Do Next?

1. Review the *NCCS Leader's Handbook*
2. Meet with your mentor to answer any questions or concerns and to establish your initial set of goals
3. Establish communication with diocesan Catholic committee on Scouting leadership, council chairmen and appropriate diocesan office leadership
4. Work your action plan

* The term "diocese" includes archdiocese, eparchy and archeparchy.