



Fast Start For New Regional Chairmen



You're a New Regional Chairman!

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

Why You?

As a regional chairman, you were nominated and elected by fellow Catholic Scouters serving as diocesan* chairmen and chaplains in your episcopal region along with any NCCS Executive Board members residing in your region. You were nominated because you were found to be in good standing with your local diocese and BSA council and to be dedicated 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.

Regional chairmen are elected to three-year terms beginning January 1 and may stand for re-election if nominated.

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. Have a copy of the NCCS *By-Laws* and *Handbook of Operating Procedures* and be familiar with their content.
2. Work closely with the regional chaplain to ensure the effective promotion and utilization of all aspects of the Scouting program as youth ministry, including *Suggested Goals for Each Diocese* (No. 16-150), by all dioceses within the region.
3. Prior to NCCS Executive Committee meetings, furnish an abstract of regional progress to the national vice-chairman for reporting at these meetings. With the regional chaplain, prepare a written Annual Regional Report that will be presented at the NCCS annual board meeting.
4. Following NCCS board meetings, send a report, including all "action items", to all diocesan chairmen and chaplains within the region.
5. Together with the regional chaplain, encourage diocesan leadership to promote the religious, vocational, and educational aspects of the program within their dioceses, along with a steady growth in units and membership to serve more of our parish youths.
6. Maintain a current list of diocesan chairmen and chaplains within the region and notify NCCS of any vacancies and address changes.
7. Make yourself available to furnish information or assist dioceses in NCCS matters when called upon.
8. Annually, together with the regional chaplain, schedule and conduct a regional meeting with all diocesan leadership.
9. Attend the annual NCCS Executive Board meetings
10. Promote participation in the Gold Medallion and Quality Diocesan Committee Awards. Review diocesan submissions and deliver appropriate recognition.
11. Participate financially in the annual fund campaign.

FAST START FOR NEW REGIONAL CHAIRMEN

In addition, as a regional chairman, you serve as a member of the Executive Board of the NCCS. In this capacity, you are eligible to vote for national officers, regional officers (in your own region), and all agenda items (proposals, resolutions, etc.) requiring consideration at the annual NCCS Executive Board meetings.

Meetings

• Biennial Conferences

The full membership of the NCCS meets on a biennial basis to conduct the biennial business meeting, regional and diocesan leadership training, committee meetings, standing committee workshops, and to provide progress reports on continuing programs and to present new ideas and programs for use in the dioceses. Also on the agenda are votes on additions or changes to NCCS policy, organization, by-laws, religious emblems, etc. New business items would include topics requiring additional study, planning and/or funding which may, at the chairman's discretion, be referred to the proper national standing committee, the advisory board, or an appointed ad hoc committee.

• Executive Board Meetings

The Executive Board meets annually. During even-numbered years, the meeting will be conducted as part of the agenda of the biennial NCCS conference. During the odd-numbered years, the meeting will be held to allow you to participate in the normal transaction of business. Agendas of these meetings will be provided in advance; and you are expected to prepare for these meetings by reviewing the preliminary agenda and suggesting, well in advance, any additional items to be covered. Only Executive Board members vote at this meeting. Some of the items on the agenda that may affect regions may be:

1. Routine progress review of approved projects currently underway
2. Changes in assignments, appointments or changes of emphasis having to do with routine matters.
3. A review of Executive Committee actions between board meetings with discussion and action on all matters requiring complete Board consideration.
4. Reports from all regions and standing committees
5. Introduction of new NCCS and/or BSA policies with details to be passed on to the dioceses for information and/or action.

• Regional Meetings

You are encouraged to hold annual regional meetings with diocesan chairmen, chaplains and interested diocesan members. On even years, these meetings may be held in conjunction with the biennial conference. More information on regional meetings may be found in Section N of the *Handbook of Operating Procedures*.

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 regional 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 N of the Handbook pertains specifically to the role of the regional chairman.
- A national vice-chairman has the responsibility to assist regional leadership. The NCCS National Chairman appoints this individual. This individual may be, or may identify another individual to be, your mentor.
- Your mentor may be any Catholic Scouter 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 leadership
4. Work your action plan

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