



## Journey 2.0 Unit Reflection

### Instructions for Unit Commissioners

Thank you for your help in facilitating this reflection with the Troop/Pack/Crew. This Guidepost is designed to encourage the unit leadership to think about their vision for their unit and put plans in place to help the unit achieve that vision. The document “Instructions for unit leaders” will help prepare the unit leaders for reflection. The reflection guide itself and tips for a successful reflection are provided as separate documents. Your recommended role in the process is described below.

#### Instructions:

1. For 2017, we would like the Review and Reflection to focus on three topics: Program Quality (providing life-changing experiences to the youth), overall membership, and (for Packs and Troops) Webelos retention (from the end of the Bear year to the rank of 1<sup>st</sup> Class.)
2. With the emphasis on membership, you will need to provide to the unit some background information on membership in their unit. This information will be available from your District Commissioner or Assistant District Commissioner.
  - a. For Packs, provide the year end membership for the past three years. Also, provide the number of Webelos who did and did not transition into Boy Scouts this year and over the past three years. It is important to provide the actual numbers rather than a percentage since this gives a more realistic picture of the number of boys that we are not retaining.
  - b. For Troops, provide the year end membership for the past three years. We also would like them to review their success in recruiting Webelos. However, since we do not have a way to track this number, we cannot provide this information. Instead, the troops should fill in these numbers for review.
  - c. For Crews, provide the year end membership for the past three years.
3. Contact the Unit Committee Chair and ask to meet with the unit leadership (Unit Leader, Committee Chair, and Chartered Organization rep if appropriate) to facilitate a reflection on the Troop program and plans. Remind them it is part of the Journey 2.0 process.
4. Ask the Committee Chair to send out copies of the current annual plan and budget to the participants.
5. Send copies of the Troop Leader Reflection packet to the participants. Ask them to review the Journey 2.0 Guideposts for Unit Success.
6. Ask the participants to fill out the Troop Self-Assessment form before the reflection to give them an opportunity to think about some of the issues for discussion.



7. Facilitate the discussion. A guide is included but can be modified to fit the troop needs.
8. Reserve about 10 minutes at the end to cover the “Summary of Discussion” section of the Discussion Guide.

9. As soon as possible write up a summary to send to the participants. The format should be:

Thank you for allowing me to facilitate this important discussion. I hope you felt it was of value.

What I heard in our discussion was .....

The things that you would like to accomplish this year are .....

If I can be of help as you work toward these goals, do not hesitate to contact me.

10. Before sending your summary to the unit leadership, review it with your Assistant District Commissioner or District Commissioner to get their input and provide them with a copy.
11. Follow up with the Unit to ensure that the output from this Review and Reflection is addressed in the annual planning process and to ensure there is follow up on the action items listed

Again, thank you again for taking on this important assignment!