

BSA, Crater District Committee
Mr. Cecil M. Smith, Chairman
7004 West Quaker Road
Disputanta, VA 23842

Dear Scouter,

I am pleased to invite you to attend the Crater District Committee Training Workshop. The workshop will meet the basic training requirements of district volunteers and support them with the skills and knowledge beneficial to leading, managing, and providing quality programs for Cub Scouts, Boy Scouts, and Venturers. It is required in order to earn the District Committee Key Award. I am told that this is the first time in 14 years that a District Committee has requested such training.

The district committee is comprised of elected and non-elected positions. All Chartered Organization Representatives (COR) and Pack, Troop, and Crew Committee Chairpersons are members at large within the district committee and have an equal voice in its operation and management. The district committee and I welcome and encourage all to attend the training and assist the district committee with its operation. The District Committee meets every third Monday evening at 7:00 PM at Our Redeemer Lutheran Church, address below.

Details –

- Who** All Scouters! You do not have to be a current member of a district committee nor from Crater District to attend. All are welcome!
- What** District Committee Training Workshop.
- Where** Lutheran Church of Our Redeemer (1769 South Sycamore Street, Petersburg, VA 23805).
- When** Monday, 21 Apr 08 from 7:00 – 10:00 PM.
- Why** To enable participants to:
- a. Define the four functions of district operations and list all the positions and structures of the district that carry out each of the four functions. List four tasks accomplished under each of the four functions.
 - b. Identify the major tasks of their specific committee or district assignment and define ways each task might be accomplished.
 - c. Review a list of 12 responsibilities and correctly label each and assign to either the district chairman, district commissioner, or the district executive.
 - d. Tell why their particular assignment is essential to district operation.
 - e. Name the other positions or committees of the district that they might need to talk with to carry out their assignment in the district.
 - f. Set the example for Unit Committees who will in turn set the example for their scouting programs.

How Lecture, PowerPoint, and group discussion. Dinner will be provided, i.e., pizza, water, and sodas. The cost is \$5.00 to cover the cost of materials and refreshments.

Pre-registration is highly encouraged. Attendance will be capped at 50...space is limited. The first 50 to register in advance and/or at the door are guaranteed attendance. To pre-register go to the following URL:

<https://www.doubleknot.com/registration/calendardetail.asp?ActivityKey=370220>

The point of contact for the Crater District Committee Training Workshop is Chris Michelsen at (804) 530-5261 or jsomomcjm@comcast.net. Please do not hesitate to call/e-mail Chris or me (cecil.m.smith@pmusa.com) with questions. I look forward to seeing you at training.

Yours in Scouting,

Cecil M. Smith
Chairman, Crater District