Journey 2.0 Unit Reflection

Unit Commissioner Tips for a Successful Reflection

In planning for the reflection with the troop, pack or crew, it is important to recognize that every unit is different and the process may need to be modified to fit the personality of the unit. Keep in mind that the goal of this reflection is to have the unit leadership review their current annual plan (program) and their success in recruiting and retaining youth into the program and define specific action items that they want to do that will lead to improvement in these areas. For Packs and Troops, a special emphasis is the retention of Webelos as they transition from Cub Scouts to Boy Scouts and discuss how to improve this process in the coming year. The outcome of this discussion should be to list some specific action items to improve the unit and ensure that the appropriate troop leadership is in place and has the appropriate training to support those goals.   This reflection process should not be viewed a one-time event that is done to "check the box" but instead is the beginning of a conversation and a "shoulder-to-shoulder" relationship that you as the Unit Commissioner will have with the unit and will have a positive effect and lead to improvement on how the unit delivers the scouting program to the youth in its program. Remember – Inspire, Coach, Connect!

1. Remind everyone of the purpose of the meeting and the rules of reflection:
    a. The goal is for the leadership to envision what they want the Troop/Pack/Crew to be and to put plans in place to move the Troop/Pack/Crew toward that vision.
    b. No negative comments – be positive; all input is of value.
    c. Participants should avoid interrupting others and be succinct in their comments.
    d. Everyone is encouraged to participate.
2. A recommended discussion guide is included. For 2019, we would like the Review and Reflection to focus on three topics: Program Quality (providing life-changing experiences to the youth), overall membership in the unit, and (for Packs and Troops) Webelos retention (from the end of the Bear year to the rank of 1st Class).   There may be other issues that the unit needs to address in addition to these items and you should be sensitive to their needs.
3. Most likely there will not be time to complete the entire Discussion Guide – don't try to rush it! The most important part of the reflection is to review and reflect on the current program as it relates to experiences for the youth and retention of scouts and discuss how they can be improved in the coming year.
4. It is important to spend some time talking about the leaders' vision (picture of future success) for the Troop/Pack/Crew and what they feel the mission (purpose) of the Troop/Pack/Crew is. This helps to provide a common point of reference for the remainder of the discussion
5. At the end of the reflection, provide an overview of the areas of discussion that you did not have time to cover and suggest that they discuss them at another time.

6. Your role should be to listen and ask probing questions. A good guideline is for you to aim at 20% talking and 80% listening. Make any suggestions in the form of an open-ended question such as "What do you think of trying …."

7. Do not let one person dominate the discussion. Remind them to keep their comments brief and to the point and ask for input from other participants.

8. Keep the conversation positive and focused on the area of discussion. A simple "Let's get back to talking about ..." would be appropriate.

9. Listen and take some notes, but keep any writing to a minimum – it interrupts the discussion. After the meeting, take some time to get your thoughts for the summary down on paper while they are still fresh in your mind.

10. For the unit goals, encourage the participants to list specific, actionable items as goals for this year and avoid vague statements like "we are going to recruit more members".   Encourage them to define action items that are specific, timely and have defined responsibilities for who will be addressing the action item and what the milestones and output will be.