



• GUIDANCE

- Help chapters be increasingly successful in their Scouting Outreach Programs IAW MOWW Strategic Goals
- To understand committee roles & responsibilities, be familiar with and use the entire MOWW website (www.moww.org), e.g.,
 - MOWW Constitution, MOWW Bylaws, MOWW Strategic Plan, and MOWW Policy Manual, e.g., programs, awards, responsibilities
 - MOWW forms, e.g., MOWW Form 21, “Chapter Planning Guide,” the several commander checklists
 - MOWW website (e.g., awards, reports, forms, awards, policy letters, etc.) [www.moww.org]
- Be familiar with and use the “Tips & Guides” and “Training & Development” sub-sections, etc., in “Companions Only” section

• COMMITTEE MEMBERSHIP

- Committee will consist of Chair, Vice Chair, Region Scouting Coordinators, and the applicable Oversight VCINC
 - The Commander-in-Chief appoints the Chair and the Oversight VCINC; Chair appoints two Vice Chairs (BSA & GS-USA representatives)
 - NLT 30 August, region commanders appoint Region Scouting Coordinators and inform the Committee Chair
- NLT 30 September, annually, the Chair informs MOWW/CS and the Oversight VCINC of the committee membership

• DUTIES & RESPONSIBILITIES — Chair and Vice Chairs

- Assist chapters achieve their Scouting Program objectives IAW MOWW Strategic Goals and their Chapter Action Plan
- Serve as MOWW Point of Contact with the National Headquarters of the Boy Scouts of America and Girl Scouts of the USA
- Boy Scout Representative serves as MOWW Representative to BSA National Committee, Community Relations Task Force
- Review nominations for National Scouting Award and make final selection; chair approves MOWW-BSA “Square Knot” awards
- Attend BSA and GS-USA National Committee meetings and national conventions

• DUTIES & RESPONSIBILITIES — Scouting Committee

- Assist chapters in achieving their Scouting Program objectives IAW MOWW Strategic Goals and their Chapter Action Plan
- Submit *Officer Review*™ articles for publication outlining the Scouting Program, providing helpful tips, etc.
- Assist chapters with developing contacts and expanding their involvement with scouting organizations
- Before the MOWW Convention:
 - NLT 30 September: develop program goals, coordinate them with the Oversight VCINC, and publish them
 - NLT 30 January and 30 June, annually, conduct a Scouting Program Review and adjust program as necessary
 - NLT 15 May: Initiate contact with HQ BSA and HQ GS-USA for scouting materials for MOWW Convention
 - NLT 1 June: chapter program coordinators submit chapter commander-approved Scouting Award submissions/reports to committee
 - NLT 1 June: evaluate Scouting Program award submissions, and determines chapter and individual recipients for awards
 - NLT 1 June: submit annual committee report to MOWW/CS for MOWW Convention Book, and to Oversight VCINC
 - NLT 15 June: submit list of chapter and individual award recipients to MOWW/CS and Oversight VCINC
 - NLT 30 June: committee prepares a Scouting Workshop for presentation at the MOWW Convention and distributes it to members
- NLT 15 July: convene a teleconference (www.freeconferencecall.com) with Chair, Vice Chairs and Region Scouting Program Coordinators to review and finalize National Security Workshop presentation
- Post convention, chair convenes a teleconference (www.freeconferencecall.com) with vice chair and region National Security coordinators to discuss National Security Workshop after actions. Provide workshop results to committee & Oversight VCINC
 - To publish in the *Officer Review*™, develop articles on techniques chapters use to win awards, and submit them to the Chief of Staff
 - To update the Policy Manual, review ROTC Program Award criteria; recommend changes to the Chief of Staff and the oversight VCINC

• DUTIES & RESPONSIBILITIES — Region Scouting Coordinators

- Assist regions and chapters be increasingly successful in their Scouting Outreach Program IAW MOWW Strategic Goals
- Develop Chapter Scouting Award & Region Scouting Activity Reports for region commander submission to national Chair
- Assist region commander and MOWW Scouting Committee Chair by providing annual summary report of all chapter scouting activities in the Scouting Coordinator’s region to prepare for Region Conferences & MOWW Conventions

• DUTIES & RESPONSIBILITIES — Chapter Scouting Coordinators

- Chapter commander appoints the Chapter Scouting Program Coordinator and informs region commander of same
- Scaled to chapter size and capabilities, execute the Scouting Program portion of the Chapter Action Plan
- Using MOWW website (www.moww.org) BSA and GS-USA Council locators, develop a POC List for units supported to record certificates presented, support next year’s Scouting Program, develop award budgets, and develop contacts for requesting Flag Details, support of Massings of Colors, etc.
- Chapter Scouting Program Coordinator provides a Scouting presentation during each chapter meeting
- NLT 1 June, submit chapter’s Scouting Award submissions and the Activity Report to the national committee Chair