

HABITS VERSUS ROUTINES

We have all developed habits. When confronted with the word “habits” we tend to precede it in our minds with the word “bad”. In order to move us away from that kind of thought, let us change to the word “Routines”.

Good routines can be described as the positive form of an action developed over time by repetition. A workout routine is seen as an example of a repeated positive action resulting in a desired outcome. To become a “routine” an action needs to become something done over and over until it becomes a normal part of what we do on a regular basis.

What routines do we need to develop, to be effective, in our jobs as administrators in Scouting? The oversight of those we administer is an obvious answer. How do we make this happen? Don't you just love it when your boss is looking over your shoulder while you work? In what ways can your progress be measured? An Administrator is responsible for an outcome he has no direct control over. Does this sound like the Administrative Commissioner job description?

To become successful Scouting Administrators, we must develop certain routines to insure successful completion of assignments by those we administer. We must actively and consciously monitor progress using Scouting resources on a daily basis. When we actively monitor the progress of those we administer we create an “Expectation” in their minds.

To begin a routine, pick ONE small change you want to focus on. Inputting Unit Contacts is a prime concern for Administrative Commissioners. Let us use that as an example. Make a positive commitment to view entries by your District on two separate days of the week every week for each month. Diligently observe progress or lack thereof by those assigned to make entries. Once you digest the information gained, TAKE POSITIVE ACTION. Praise those Commissioners doing good jobs at Commissioner Meetings in the District. Make direct, one-on-one contact with Commissioners not meeting the standard and get a COMMITMENT of improvement, thus stating your “Expectation” of their positive response.

You are beginning a routine. Continuation of this kind of positive action will become a part of your everyday life. Continuation of this positive action will improve Unit Contacts, be a morale booster for some Commissioners, and allow you to gain direct knowledge of those Commissioners who are not effective and need additional encouragement, training, or reassignment.

By keeping to your routine and regularly stating your “expectations” to those you administer, you are encouraging them to start their own routine and to perform desired actions at the required times.