

Dear Key 3 Unit Leader,

We are excited to announce the NEW Internet Rechartering System is coming this fall! It is user friendly, streamlined, and will be easier for everyone to navigate.

### MAJOR ACCESS CHANGE

The biggest change in the rechartering process is that **only Key 3 Leaders will have access**—this includes the Chartered Organization Representative, Committee Chair, and Cubmaster/Scoutmaster/Crew Advisor/Exploring Advisor. In the past Units received an access code that they could share with anyone in their Unit that was completing the recharter. This year you will **NOT** receive an access code; instead, access will be determined by Unit role. Only Key 3 Leaders will have the option to enter the Internet Rechartering portal.

### DELEGATES

If you wish for another registered Unit Leader (perhaps a Committee Member or Assistant Scoutmaster/Cubmaster) to complete the recharter on your behalf, you have the option of **assigning a DELEGATE** to have your permissions within the system. This does not change their position or yours; it simply gives them additional permissions. If you need to assign a delegate, it's best to do this now ahead of recharter, so your Unit is ready to go. Internet Rechartering will open in October.

Assigning a delegate is a simple step done online; see instructions here:

<https://www.scouting.org/resources/online-registration/>

Click on the video below for a tutorial on assigning delegates and functional roles within

my.scouting.org: <https://vimeo.com/551541655>



**LEADERSHIP CHANGES?**

Sometimes roles change within the Unit functionality, and occasionally this change is not communicated to the Council. If you are no longer serving as a Key 3 leader—Chartered Organization Representative, Committee Chair, or Unit Leader—please reply to this email so we can work with your Unit to get the right people in the right positions.