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Girlguiding

Guidance for conducting a Commissioner Designate's six-month review

The purpose of the six-month review is for the appointing Commissioner and the new Commissioner to discuss the time the latter spent as a designate.

The review gives the new Commissioner a chance to go over everything she has done in the previous six months and see where she needs more training or extra support. It is an opportunity for the appointing Commissioner to give constructive feedback. Both parties must agree that the appointment should continue.

Questions for the appointing Commissioner to cover

- Have you met the adult members in your area?
- Have you had any meetings? How many people attended? What topics were discussed?
- Have you visited all units in your area? Are there any concerns, and why?
- Have you understood the finances for your area? Do you receive a copy of the bank statements?
- What are your objectives/vision for your time as Commissioner?
- What additional help/support do you need? Is there any further training that you feel you need? What has the impact been on your home/family life? Do you need an assistant?
- For Commissioners who are job-sharing: how is the work divided? Do all members in your area know who to approach for queries?

Key themes that may occur during the discussion

- New Commissioner feels she has not done enough.
- New Commissioner feels that she does not have enough time to dedicate to the job.
- New Commissioner needs to work on some key areas.
- New Commissioner has concerns about an area of work.
- New Commissioner feels she is not accepted in the role.