**Succession Planning**

Succession planning is a strategic process that organizations use to identify and develop talent to fill key leadership and critical roles.

It involves preparing employees, or in this case, volunteers to take on higher-level positions in the future when current leaders roll off or leave their positions. The goal of succession planning is to ensure a smooth transition of leadership and to maintain the committees’ continuity and performance.

**Benefits of Succession Planning:**

* **Reduced leadership gaps**: Succession planning ensures there are qualified individuals ready to step into key positions when they become vacant, minimizing disruptions to operations.
* **Improved retention:** Volunteers are more likely to stay with an organization that offers growth opportunities and invests in their development.
* **Better alignment of talent and strategy:** Succession planning helps organizations align their mission with the talent needed to execute that mission effectively.

**Key Components:**

1. **Identify future challenges and goals:** What strategic or tactical impacts will affect your committee going forward? For example, you are doing a new event and you need a leader who can organize a party for guests and organize the volunteers to sell and work the party.
2. **Identify critical roles and skills:** Determine which positions are critical to the committee's success and continuity. What specific skills and/or abilities will this role need to have to succeed.
3. **Identify candidates and skill gaps:** Once candidates are identified, committees should invest in assessing their skills and abilities by determining what development they need to ensure their success.
4. **Plan to fill the gaps:** Succession plans should be regularly reviewed and updated to reflect changes in the committee’s needs, volunteer dynamics, and the performance of potential successors.
5. **Execute and adjust as necessary:** Offer regular feedback and support to individuals in the succession pipeline to help them improve and grow in their roles. Continuously assess the readiness of potential successors to step into key positions. This evaluation should be based on their skills, experience, performance, and leadership abilities.

***POTENTIAL***

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| **Enigma** | **Growth Volunteer** | **Future Leader** |
| **Dilemma** | **Core Volunteer** | **High Impact Performer** |
| **Under Performer** | **Effective** | **Trusted Professional** |

***POTENTIAL***

 LOW MODERATE HIGH

***PERFORMANCE***

 LOW MODERATE HIGH

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| --- | --- |
| ***ENIGMA*** |  |
| ***GROWTH VOLUNTEER***  |  |
| ***FUTURE LEADER*** |  |
| ***DILEMMA*** |  |
| ***CORE VOLUNTEER*** |  |
| ***HIGH IMPACT PERFORMER*** |  |
| ***UNDER PERFORMER*** |  |
| ***EFFECTIVE*** |  |
| ***TRUSTED PROFESSIONAL*** |  |

*Here’s what you told the class:*

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| **Future Challenges** |
| AppreciationDesire for leadership upwardMotivating people to work, especially those not selected for leadershipLeadership changes to align with HLSR titlesIntroducing new event tracking systemRanch rodeo New eventAdditional dayRookie RetentionGardening leadership teamElectronic check inNew eventsNew rodeo timeFinding a successor for chairmanQualified people for successionElectronic implementationNew chairmanManaging growthNew scheduling systemRookie EducationBadge RequirementCommittee growth | Qualified people to leadDo they want the title but not the workCross trainingMore socialsRookie pub crawlPOSFuture growth communicationFree pourNew wine barFourth year chairmen need succession plansTimeNo back fillSanle rotationGrowing the committee – recruitingContinuing to develop future leadersNew duties are people willing?Technology changesGetting younger members to work when older are not willing to go lifetimeQR CodesLife Changes/Open spotsTechnology tool trainingSuccession planning |

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| **Critical Roles** |
| Rookie mentorCaptainsVC Admin (many people tagged this as a critical role)VC CommunicationVC Age out / UC Mission EducationTechnology coordinatorAdmin/FRD/AFADSoftware implementation / MgmtAll roles are critical  | Membership Rostor managementFull Time Grounds guyRookie Captain / Coordinator (lots here)ITCattle guyVice chairmanInventory ACCShiftboard mgmt./adminFundraising peopleShift scheduling expertTraining |

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| **Critical Skills** |
| Be presentBe positiveCommunication (lots here)Soft SkillsTech SavyTime managementListening LicenseFork lift certificationOrganization TechSafety awarenessIT People skills (lots of comments here)CertificationMentoringCountingInventoryOrganization (lots of comments here)Computer KnowledgeProviding expectationsComputer data look up while communicating with buyers | FlexibilityFunTake ownershipCommunicate communication AdditionAbility to use a computerCattle/livestock handlerMultiple languagesTechnical skillsPublic speakingManners / tactOrganizationTime managementAvailabilityInventory / CountingMotivationalTechnical skillsEffective LeadershipStaying calmSolving problemsTime commitment Good attitudeTechnical skillsConflict management |

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| **How to fill the gap – get skills, knowledge, ability** |
| MentoringExposure to behind-the-scenes informationRotationResponsibilityCross training – other roles, other shows (lots)Training, exposure and Information transferCommunicate expectations and have all leaders aware of requirementsPut them in more direct communication with staffPurposeful succession planPlan/run a meetingReview/explain processesTraining, exposure, shadowMentorship, shadowing |

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