Building Leadership:
Sustainable Chartered Groups

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Starting at the beginning...

How do you build a strong chartered organization?
The Plan
Function, Succeed, Sustain

- Mission and Vision
- Constitution and bylaws
- Board and Volunteer Recruitment
- Succession Planning
Step 1: Your Mission and Vision

- Why do we exist?
- What is your ideal goal?
- What do you want your legacy to be?
- Think of it as the “dream” of the organization – where do we want to be?
- Mission and Vision do go HAND IN HAND
Step 2: Policy and Procedure

• Constitution
  • the fundamental principles which govern your organization

• Bylaws
  • specific rules by which your organization functions
    • provide a sustainable future for the organization
    • Builds the leadership pipeline
      • Job descriptions for the full board
      • Terms (two-years, three years, reelect)
      • Who is responsible for implementing the election process (full board, nominating committee, full membership)
  • What needs to be in writing or approved
  • Review Bylaws and add amendments when needed
Leading by Design

- A well organized board attracts leaders
- Timely focused meeting
- Identifying best practices
- Free flowing information between board and alumni
- Be creative
- Reevaluate goals as needed
- Make forward-thinking decisions

"mindset" {noun}

a set of beliefs or a way of thinking that determines one's behavior, outlook and mental attitude.
Step 3: Build-A-Board

Where do you find them?
- Call for nominations
- Current & previous board members
- Event attendees
- History of involvement
- Social networks – friends & referrals
- Social media
- Interest meetings
- Self-identified
Values and Qualities

Mission and Vision

Values and Qualities

Skills and Talents

Diversity Factors

- Passion
- Integrity
- Adaptability
- Optimism
- Humility
- Confidence
- Selflessness
- Likeability
Skills and Talents

• Match your group needs with individual skills

• Continuously identify the skills needed to impact your mission

• Balance the styles and skills

• What are these skills?
Diversity

Does your board reflect your community?

• Weave it into the entire process

• It is not just the right thing to do – it is smart business

• Things to consider:
  ✓ Ethnicity
  ✓ Age
  ✓ Geography
  ✓ School
  ✓ Campuses
Let's Review

- Mission and Vision
- Bylaws and Constitution
- Board and Volunteer Recruitment
- Succession Planning
Step 4: Succession Planning

Why is Succession Planning Important?

- Allows for recruitment of interested volunteers
- Identify and develop alumni with the time and talent to fill key leadership positions
- Immediate go to group of potential leaders
- Opportunity for early training
  - advancement into leadership positions
  - constantly developed to fill each position
- Ensures smooth transition with limited interruption
Board Models

What does your leadership model and succession plan look like?
Tips for Succession Planning

- Don’t over stay your welcome
- Help search for your successor
- Do not try to do every job yourself
- Seek guidance from past volunteers and current staff
- Consider co-leader roles
- Create clear and finite roles
- Document your plans and achievements
- Have a back up candidate when possible
- Thank and recognize volunteers
- Be willing to stay during the transition
What is at stake?

Volunteer Organizations have tremendous impact.

- Organizational success is directly related to the effectiveness of the leadership board
  - Build trust
  - Staying positive and committed to action
  - Can be a force for change
  - ‘Conductor’ not ‘Caretaker’
Evaluate

• Annual Self Assessment
• Organizational Assessment
• Survey Says….
Recognize

• Never forget the power of the THANK YOU!
  • Recognize both formally and informally
• Nomination for the Rutgers Excellence In Alumni Leadership (REAL)
Putting It All Together

Mission and Vision

Bylaws and Constitution

Board and Volunteer Development

Succession Planning
Thank you!

Questions?