

Succession Planning Policy

In order to strengthen the continuity and resilience of the organisation SHASA undertakes the following:

1. Regularly review the strategic vision and plan for the organisation and communicate those effectively within the membership, ensuring that the organisation does not lose touch with its key goals.
2. Identify the key strengths of the organisation with its present membership and the key opportunities currently available to the organisation.
3. Identify opportunities to maintain these key strengths through active recruitment of new members with similar skills and interests, providing training opportunities and opportunities for members to mentor others.
4. Identify critical skills for the organisation, such as financial, legal, communication, IT and grant writing skills, and develop a plan to ensure these skills are shared among a number of members.
5. Identify key risks to the resilience of the organisation, such as financial mismanagement, exhaustion or withdrawal of executive officers, or unattractiveness of grant proposals. Develop a risk mitigation plan for these risks.
6. Develop key skills necessary to the functioning of the organisation and focus on efforts to mentor those skills within the membership.
7. Encourage members and potential members regularly to express their interests and identify their skills in order to broaden, deepen and sustain the impact of the organisation.
8. Annually survey members to ascertain what interests them in SHASA, what experience they have or present or past involvement in other organisations, what skills and interests they might be interested to offer,
9. Support new members to become active members – one on one meetings, mentoring, shadowing, working collaboratively on grant applications, policy documents, communications materials etc.
10. Encourage committee members to fill in for office holders when on leave.
11. Maintain a system that ensures passwords, key contacts and/or materials are not lost when a member leaves SHASA.

