

SUCCESSION PLAN
Of the
AAUW-Orinda Moraga Lafayette Branch

AAUW - Orinda Moraga Lafayette Branch Succession Plan consists of the following activities which create opportunities for member involvement and development. The result is leaders emerge and get confidence and skills needed for taking on greater leadership roles, critical for sustaining a healthy, active Branch.

1. The OML Branch consists of two organizations - the 501(c)(4) Administration/Operations and 501(c)(3) Community Outreach Fund organization. The Board meetings are held at the same time (consecutively) to ensure that any board member that is not part of both organizations can be informed of the activities of the other organization. The OML Operations organization has 20 Board members and the Community Outreach Fund has 13 Board members, with most positions on both Boards. We routinely have 80% of Board members in attendance at every meeting. The result is every Board member is knowledgeable about the operations side, as well as the community outreach programs and fundraising side.
2. We recognize that people's life situation can change from year to year, so the Branch asks every member to complete a new profile every year at renewal, during which the member is asked what activities they would like to be involved in going forward. We maintain a database of this information, which is available to each Board member. Any interest checked off on a new member's profile is specifically sent to the chair of that community project or other area (such as public policy or membership), and the new member is immediately contacted to get them involved in that activity.
3. A nomination committee is created every November, which has until end of February to assemble a new slate of officers, for elected and appointed positions. The nomination committee receives at least a 5-year history of the past efforts and records of prior nomination committees. The nomination committee refers to the profile sheets of members to ascertain their interests, and retains a record of members who state they do not want to or cannot serve on the Board now but may be willing in the future.
4. Our Branch encourages positions to be filled with co-leaders, especially pairing an experienced Board member with a new Board member. This helps members to feel comfortable taking on a new role when they know they can share the responsibility and be mentored. This also develops relationships and often results in new Board members getting even more involved as time goes on.
5. Our membership VP (or co-VPs) engage new members by hosting new member orientations or a social event for them, inviting the Branch President and other Board members to make the new members feel welcome. We are successful at matching new members with community outreach programs or interest groups to engage new members even more.
6. Our Branch has four major community outreach programs which are visible in our community. The programs and their fundraising and outreach activities help attract new members and provide opportunities to develop members into active members and future leaders.
7. Our Bylaws allow elected Board members to serve only two consecutive terms in a position, with a 3rd term in that position only if necessary. This allows sufficient turnover to bring in new Board members.