

Mid Year

Check in/Succession Planning Questions

Program/Committee Assessment

- Are we on track and achieving our goals?
- What's working well?
- What can be improved upon?
- What should we keep doing? Start doing? Stop doing?
- How do we define success for our committee/program/work? How can we achieve it?

*Review outcome measurements/bench marks that were established at beginning of year and make necessary adjustments.

The individual (Chair)

- How are you enjoying the work? Is it meeting your expectations?
- Is it what you anticipated? If not, how is it different?
- If it's not meeting expectations or positive, discuss ways to improve

The lay-pro relationship

- How do you feel about our working relationship?
- What works well in our relationship? Where can we improve?
- Discuss communication style; any issues of concern
- Opportunity for mid year lay-pro "re-contracting"

*This is a good opportunity for a course correction discussion in your working relationship, in the program/committee, etc.

Assess make up of committee

- Is the committee accomplishing its overall goals? If not, what's missing and how can we get there?
- Are members clear on expectations, roles and responsibilities and meeting them?
- Are committee members fulfilled? Empowered through this experience? Feel valued and appreciated?

Succession planning

- Are the right people at the table? If not, what type of person/skill/demographic is not represented that should be?
- Who are the rising stars?
- Discuss next steps for succession planning – having conversations with potential leadership

Individual's next steps

- Discuss other involvements – past, present and future
 - What do you want to do next? Where do you see yourself next year?
 - What type of role do you want to take on? What are your interests? (Committee leadership positions, agency boards, campaign, hands on volunteering, work with a specific population, etc.). What are you passionate about?
 - Where do you see yourself and your involvement in 5 and 10 years?
 - What skills or knowledge could you use? Discuss how to obtain.
 - Good opportunity to discuss long term giving as well
- *Continue the conversation after the meeting – ongoing cultivation/stewardship