

Women's Council Network

DRAFT MULTI-YEAR PLANNING TEMPLATE

About Multi-Year Planning

What is 'multi-year' planning?

Making sure that the actions you take today will support the growth and development of your Network for the long-term.

What are the benefits of multi-year planning?

- Encourages leaders to operate and make decisions as a 'team'
- Supports continuity in Network operations from year to year
- Stimulates creativity and innovation in taking the Network to next level
- Paints a compelling picture for members of the value of the Network
- Helps leaders choose the right things to do today that will support the Network long-

What are the qualities of multi-year planning?

team based • ongoing • focused on Network development • creative

Planning Steps/Planning Cycle

1 Gather Information

- From members: their needs, challenges, satisfaction with the Network, etc.
- From committee chairs: what worked and what didn't with their programs and activities during the past year
- From past presidents and upcoming leaders: what the Network does well, where improvements can be made, ideas to grow the Network
- About the industry: what are the trends, issues that might affect members over the next year
- About Network operations: membership numbers/trends, member profile, program attendance figures, Network financial health

2 Develop the Plan (full Governing Board)

- Set a vision (5 years) for each area of Network operations: *Ideally, how do we see our Network operating in this area 5 years from now?*
- Develop a short-term goal (1 year) and a long-term goal (2+ years) for each area of the plan.
- Develop 'now' strategies (to be implemented in the first year to achieve the short-term goal) and at least one 'wow' strategy (that the leadership team can work on over a couple of years to achieve the long-term goal)
- Prioritize strategies
- Assign a lead individual or committee to take ownership of each strategy, and identify any others who will need to support the lead
- Identify any Network resources required to be successful

3 Implement the Plan

- Assign the strategies to the lead individuals/committees with a clear charge of what needs to be done and when

4 Monitor the Plan

- Track progress on the plan (quarterly at a minimum)
- Adjust the plan strategies and priorities as needed throughout the year

5 Re-plan

- At the end of the year, recap progress made: *What did we accomplish? What's left to be done? What did we learn? What worked and what didn't?*
- Repeat Steps 1-4!