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NEW LEADERSHIP MODELS
AAUW-NYS 2015 Summer Meeting
Saturday, July 25th, 3:00-4:30 pm.

This round table discussion, led by your peers, will include successful leadership development models, mentoring models, transition planning, and bylaws considerations to support the strengths of your branch and its leaders. These examples will stress the importance of matching leaders to their strengths, prioritizing quality over quantity, and avoiding burnout.

Leadership Development Models

President, Co-presidents, Leadership Council

What officers do you really need?

How will you handle tasks officers/directors used to do if you don't fill the position

Which appointed offices must be filled?

Can any be combined? Development Chair (handles both LAF and EOF)

Secretary/Treasurer

Secretary could be rotated among board meeting directors

Members at large - could they be useful

What if a president is not elected? National/state require a person be designated as the contact

How will you proceed? Who will run board meetings? Handle required business?

Executive committee or board – rotate leadership – monthly/quarterly

Volunteer to run a month – meetings, activities, president's calendar

Mentoring Models

Senior /Junior, President and President Elect – could be term or year rotation
could be almost all positions

Rotating “co's” - new one elected each year or term, second moves up

Treasurer and assistant treasurer or events treasurer or membership treasurer

Be sure that the junior or elect or second person is actually involved in every decision or action

If one is a control oriented person – think again – the second needs to learn

Communication is a major factor

Use “cc” for every discussion, not just the final decision

Transition Planning

Have a written job description for each office – what is expected

Have a list of characteristics and skill a person needs

Discuss with potential candidates

Don't fudge the time commitments !! “It's only one meeting a month”

Current officer and elect should meet to pass on materials and give the new a chance to ask questions.

Be sure your written reports are prominent – what you did

Create a how-to for your “regular” tasks

Have a list of necessary contacts for doing the job

Make a calendar and/or time-line for the year or specific events



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Avoiding Burnout

- Ask about time commitments and strengths **before** electing a person
 - if a person hates to use the phone – get support of someone to cover that first
 - no computer/skills – think again
- Don't push new members into board positions – too much/too soon
 - give them some small portion instead – greeter, introducer, record keeper (attendance)
 - offer to pick them up for a meeting or event
 - assign a buddy – meet for lunch, tell them what to expect, ask about time commitments
 - survey skills and interests, **find out why they joined**

Mistakes to avoid:

- Rotating offices – no new blood, same old thing, encourages burnout
- Not planning for succession - “you are so good at it” - “you know how to do it already”
- Heaping everything on the president

Don't heap everything on the president

- Someone else can send out notices, fill out forms, send reminders of meetings/programs etc. - they don't need to be an officer to do it
- Break positions into smaller pieces

How many **board meetings** do you really need??

- No action needed – skip it
- Use email for reports and reminders if no actions are required
- Consider skype/three way call/conference call if necessary
- Make a monthly presidents calendar.
- What items need to be discussed in a particular month?
- Not every position needs to be a board member – newsletter editor, phone tree, event chair
- Distribute reports in writing – do away with them at the meetings
- Only report items that need action at the meeting

How many meetings do you really need??? Are they meetings or programs

- Work around months of lowest attendance – weather/snowbird – major holidays- major branch event month – no program
- A few really well planned programs might be better than a lesser quality monthly
- Keep mission in mind – every action as “how does this fit the mission”

Center on community concerns that fit the mission – network with community groups

- Sometimes you can help sponsor an event just by lending your name as a sponsor, sometimes by financial support, sometimes support staff. This means they do all the upfront work and you ride along with something that is already good. Try to establish this as an on-going relationship if you can. Invite them to do the same on your events.