

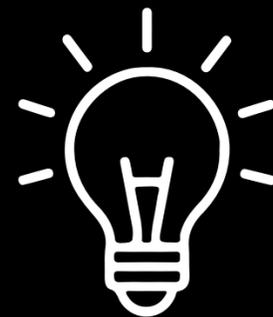
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Club Sustainability

Make your club last beyond you.



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FUTURE THINKING

What does your club look like in 2036?

Why legacy matters

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- The nature of student clubs is that students are often only at university for 3-4 years. Compared to other not-for-profits and clubs, that is SHORT.
- Your time and efforts are valuable, ensure they are long lasting.
- Legacy planning makes your job easier!

Common issues

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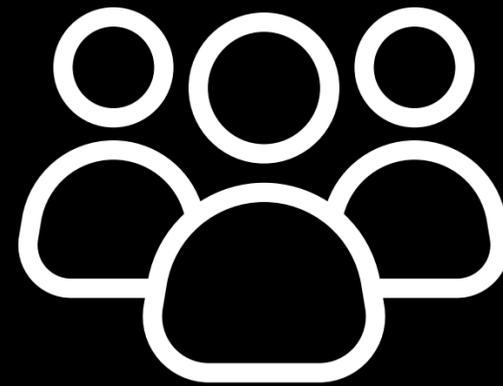
Raise your hand if when you began your position, you experienced:

- Previous leaders disappearing before handover
- Incoming leaders ignoring all documentation
- Over-reliance on one superstar leader
- Poor record keeping
- Losing access to accounts, emails, or documents
- Conflict between old and new committee

Building sustainable structures

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- Clear role descriptions and expectations.
- Minute and save.
- Procedure, processes (e.g. plan event 1 month in advance, submit 2 weeks in advance).
- Event templates, checklists, timelines and post event reports.
- A centralised hub (email, drive).
- Documenting contacts: sponsors, venues, suppliers, alumni, university staff
- Financial transparency, budgeting.



Position Roles

What positions do we currently have in the room?

Recruitment

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A club can't exist if there's no committee!

Tips to help with your recruitment:

- Find people among your existing member pool.
- Bring people in at lower levels by creating opportunities for general members to learn about the committee - titles like President can initially be intimidating!
- Avoid recruiting too close to AGM (or risk not having candidates).
- Be honest and realistic with your own timelines.
- Have gradual turnover so "corporate knowledge" isn't lost all at once.

Recruitment is everyone's responsibility.

Cultivate culture

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- Define and articulate your club's values - make them accessible!
- What's worth keeping? And what isn't?
- Inclusivity and safety.
- Prevent cliques and "old guard vs new guard" dynamics.
- Encourage a mindset of continuous improvement.
- Don't be afraid to handover ideas and goals.

Keys to a Good Handover

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DO

- Have a handover package & meeting. Get the paperwork out of the way (signatory change, social media passwords)
- Shadowing time, transition time
- Encourage new committee members to ask questions and improve the system

DON'T

- Gatekeep knowledge or experience
- Dump everything at once or overwhelm the incumbent

Creating Your Legacy Plan

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- A key document to plan and maintain progress.
- Can include:
 - Short and long term goals
 - Timelines (ensure they're staggered).
 - Leadership or other training plans
 - Skill audit
 - List and information on major events/activities

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Thank you

