

Benefits to Succession Planning

What is Succession Planning?

A process to prepare agencies for a smooth transition in planned or unplanned/emergency changes, whether long-term or temporary.

This practice of strategic readiness is especially important for volunteer founded/led agencies.

Why is Succession Planning Important?

- **Serving your community and** neighbors – avoid gaps in service if your organization is forced to close.
- **Long-term viability** – sharing your mission and vision with more people grows capacity and nurtures leaders to sustain your organization into the future.
- **Share the work** – allocations of tasks can ease the administrative burden that is often carried by one person.
- **Sound business practices** – fulfil legal and fiduciary responsibilities through planning and readiness

Benefits to Succession Planning

- Continue your mission! What would your community and neighbors do if your agency had to close even temporarily?!
- Readiness for emergencies and unexpected events.
- Ensure continuation of critical relationships with important donors, volunteers, and community organizations.
- Documenting everything you do can be eye opening and identifies tasks to offload that can free up your time AND build leadership skills in others.
- Initial succession plan and annual review can be great project for project-based volunteer, board member, or build leadership skills in others.
- Documentation is very helpful in recruiting new volunteers, hiring staff and improving processes.
- Helps others such as board members better understand everyone's roles and responsibilities.