**Membership Development**

**4.5** **Region Governor Leadership Training – Boston Section**

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| **1. Section, Branch** | Boston Section (BCES) |  |
| **2. Section/Branch Size** | Very Large |  |
| **3. Project Contact** |  |
| Name | Very Large |
| Phone Number | Anni Autio |
| Email | (617) 452-6309 |
| **4. Project Category** | Membership Development |
| **5. Project Description** | Transition from Section President to Region Governor based on Region 1 Board of Governor observations (also applicable to finding and training your successor) |
| **6. The Process**(What you did, When and How) | Maintaining continuity on the Region Board of Governors begins during the third-year term of a Region Governor…first with candidate selection (Fall-Winter) followed by opportunities for job shadowing and sharing of pertinent correspondence (e.g., eRoom enrollment, mailings to Section/Branch presidents, copies of the Section Informant, Region Governor e- mails, and so forth) as well as identifying available resources including go-to contacts. The intent is to build and maintain a strong organization that has growth potential and enables everyone coming to a leadership position to build upon the foundation given (entrusted) to them. Recognition for the need was based on the limited exposure of the governor candidate to the Region Board and its activities. |
| **7. Those in Charge** (Committee, Task Committee, Etc.) | As this is a prototype project, Anni Autio (Region Historian, Past ASCE Officer and Section President) initiated the activity and engaged the current Region Governor candidate to self-tabulate and track information received prior to his formal induction. This will be reviewed later to determine what advance information was helpful so that a schedule can be drafted for the next transition. |
| **8. Time Frame**(When Started, When Completed) | * Start: September 2010 (announcement of opening)
* Mid-term: April 2011 (candidate determined, start of information sharing)

End (of cycle): September 2011 (Governor orientation/induction) |
| **9. Success Factors**(The Parts that Worked Really Well) |  |
| **10. Setback Factors**(The Parts that did Not Work Well) |  |
| **11. Creativity**(This is something off the wall that we did) |  |
| **12. Administration**(What was most Important?) | This process creates the opportunity for past Region Governors/ASCE Officers to share experiences and provide guidance for incoming leaders. This also enables current Section and Region officers to remain focused on their roles without adding to their workloads and provides an opportunity for past Governors to remain active after their term expires. |
| **13. Follow-Up**(What was most important?) | A feedback loop was developed at the onset so that the action can be tracked and refined for the next cycle. |
| **14. Recommendations**(What you should ALWAYS do with this project?) | Coaching continuity is important and reminders of the calendar elements. It cannot be assumed that candidates are already on established mailing lists, including the one use by the Region Board. At a minimum, monthly check-ins should be conducted. |
| **15. Cautions**(What you should NEVER do with this project?) | Interaction and feedback are important throughout the cycle. The end of each session should be positive with acknowledgement and appreciation on the level of commitment the candidate has agreed to accept and the benefits that can be attained for this volunteer service. |
| **16. The Outcome** | To be determined at a later date |
| **17. Ongoing Activity**(Would you do it again?) | Absolutely. Strong leadership transitions are important to the vitality of a growing organization. Anticipating weaknesses in advance provides opportunities to make timely reinforcement. |
| **18. Speaker Contact Information** (person from your Region who would be willing to speak about the Best Practice) |  |
| Name |  |
| Address |  |
| Phone Number |  |
| Email |  |
| **19. Additional Comments** |  |