



# Montmorency Junior Football Club

## Succession Planning & Management Policy

This policy will outline Montmorency Junior Football Club's approaches & expectations concerning Succession Planning & Management:

### Purpose

The purpose of this policy is to ensure continuity of tenure of critical positions and that knowledge and experience is not lost when individuals move on from the club for any reason

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# Policy: Succession Planning & Management

## Succession Planning & Management Policy

Like all other large organisations the Montmorency Junior Club (MJFC) faces the risk of losing corporate knowledge. For example, what would happen if some key members of the Executive Committee decided to resign. Who would take up the mantle and continue to operate the club in an efficient manner? The answer to this lies in succession planning.

The MJFC has to continue on its dynamic path and put in place a Succession Management Plan which will serve to safeguard the Club's future. In order to achieve this, the intent is to move towards the following by Season 2024:

- (i) All key Committee Positions will have an assistant attached to them. The assistants will be 'groomed' to take over the roles when the position holders complete their tenure or resign.
- (ii) All Committee positions have job descriptions attached to them. All elected officials will abide by their job descriptions.
- (iii) Each job description contains tasks that need to be completed.

Version	Review date	Reviewed by:	Frequency of Review	Next Review due:
002	7 <sup>th</sup> May 2021	Darren Rigg	3 Yearly	7 <sup>th</sup> May 2024