Sharing Our Success (SOS) Submission Form

Chapter Name:	Greater Las Vegas
Chapter Membership Size:	Small (Less than 100)
Chapter Contact Person:	Jeff Miller
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Phone Number:	(904) 553-2885
Chapter Board Position:	VP of Programming/Professional Development
Chapter Website URL:	https://atdlasvegas.org/
Submission Title:	Pre-Planned Programming
What did you do? (a 2-3 sentence summary of your effort):	In order to simplify programming, our chapter has created a set of pre-planned annual events. This has aided our identification of topics and speakers and made transitioning to new board positions easier.
Who benefitted from this effort (Target Audience) Check all that apply:	Chapter Members Board Members
Why did you do it? What chapter needs were addressed?	We hold our board member elections each October, and each position is a two-year term. This gives us a two-month window to provide an orientation and transition period for our newly-elected and outgoing board members. During this time frame, we have a set of pre-planned events to help ease the transition. Depending upon the calendar and that year's actual programming, we will have start with a Industry Leader Panel Discussion at our November or December meeting, depending on when Christmas would be. In January, we hold the State of the Chapter Meeting, where we provide the chapter members with key data from the State of the Industry Report, along with ensuring the chapter members are aware of they chapter leadership, financial health, and programming for the year. In February, we hold our unConference, where we invite the chapter members to act as the experts and decide on the topics they wish to discuss, an provide the insights they have, instead of listening to an expert on the stage. Then in March, we hold our Tribute to Learning Awards, where we recognized the best three Talent Development projects by our chapter members. In addition, we hold an open board meeting that is available for any chapter member to attend in August. We hold this event in August, so members who might be interested in running for a board position can see what that position is responsible for behind the scenes before our elections in October.

What were the measurable outcomes? (May include data regarding financial gains, membership increases, target audience satisfaction levels, publicity for the chapter or for the profession, etc.)	The events in January, February, and March are are three most popular events each year. With our State of the Chapter Meeting, we are able to gain a couple new chapter members who have heard about ATD through a friend or colleague, but were unsure of how the chapter could help them at their own professional development or the available resources they could use in developing, delivering, and managing their Talent Development programs. The Tribute to Learning Award Celebration also helps the chapter gain a couple new members. This is from attendees who worked on a project that was submitted by their work partner who is a chapter member. In addition, we have found that members will start becoming interesting in continuing their ARD journey and will want to be a chapter volunteer or board member. It isn't measurable, but knowing that the first three months of the Chapter's President, and VP of Programming are already set prior to stepping into the position greatly lessens the stress of putting on these popular events immediately after being voted onto the board. This intentional planning was implemented as part of the chapter's COVID-19 response, and we were trying to identify how to provide programming with limited resources, and we found it would work just as well in the Post-Covid environment.
What steps did you take to implement this effort? (Remember that other chapter leaders will use this to replicate the effort. Be specific)	We looked at what our most popular events were over the past few years, and why they were popular. We also identified the issues on how to ease the transition onto the board and ensuring the new member was set up for success. By having these events each year, both the outgoing and incoming board members do not have to re-invent the wheel, or try to steer the chapter in a new direction without first understanding where the chapter is and where it is currently going.
Is there anything you would do differently?	Because these are canned events, and we do not have to go find a speaker or develop a presentation, some complacency has crept into these events, and the chapter leadership has recognized this, this year. We identified that some of the items that the previous board membership took care of and made look extremely easy, wasn't so easy, and we should have started working in them sooner. Typically these events were not looked at until after the new board was voted onto the board, and both the outgoing and oncoming members would work on them together. Though the events are canned and pre-planned, the actual information is not. The current board is already working to pre-plan these canned events to further lessen the impact on next year's board.
When did you start working on this effort?	Mar 01, 2020
When did this effort go live?	Mar 21, 2023

Approximately how many hours were spent working on this? Include an estimate of hours spent across all board members and volunteers.	0
What resources did you use? Check all that apply:	Board Members
Which board positions were involved in the effort?	Past President, President, President-Elect, VP of Programming, VP of Finance,
How did you become familiar with the Sharing Our Success (SOS) program? Select all that apply:	Chapter Leader ATD Chapter Leaders Conference (ALC) NAC Area Call
Would you be willing to apply to present on this submission at the ATD Chapter Leaders Conference (ALC)? *Request for Proposals (RFPs) open in May of each year at td.org/alc. Selected session facilitators receive complimentary registration.	Yes
email_consent	true