

The Arkansas 4-H Foundation, Incorporated

Strategic Planning Committee

Job Description

General Purpose

The strategic planning committee is commissioned by and responsible to the board of directors to assume the responsibility for providing leadership to the board in the area of strategic planning and in general helping the board to assure that the strategic plan of the organization remains current and that satisfactory progress is being made to successfully implement the strategic plan.

Appointments and Composition

1. Appointments of the chair and members of the strategic planning committee shall be made annually by the president of the board with the advice and consent of the board in accordance with the by-laws.
2. The chair of this committee shall be a member of the board of directors.
3. Members of this committee shall be members of the board of directors, subject to the conditions stated in the by-laws. Additional committee members may be appointed and need not be members of the board of directors, subject to the conditions stated in the by-laws.

Responsibilities

1. Develops a timeline for the strategic planning process in collaboration with the executive director.
2. Oversees the strategic planning process in collaboration with the executive director.
3. Provides a written final strategic plan to the board for approval.
4. Develops and submits to the board procedures for connecting the strategic plan to the annual work plans of board committees.
5. Keeps the board informed of organizational and environmental changes and trends that shall have an impact on the Arkansas 4-H Foundation, Inc., and the state of Arkansas.
6. Evaluates annually its work as a committee and the objectives it has committed itself to and reports on same to the board of directors.
7. Reports to the board of directors on a regular basis in a manner determined by the board.