

December 3, 2017 – CCA - Strategic Planning Retreat

Implementation Plan: Goal 4 Strategy 1

Goal 4 – Grow and retain the volunteer pool (Impact, high; Resources, Medium to low)

Strategy 1 - Continue to develop materials and program to recognize volunteers at all levels by December 2018.

Target completion date: Flush ideas at Spring ACS Meeting; follow up at Fall Meeting and completion by December 2018

Team Lead: Alexsa Silva

Team Composition: David, chair from VER (Volunteer Engagement and Recognition subcommittee, check with Shawn) and me

Tasks:

Description	Whom	Ways to maintain focus				When	Status	Special notes
		Potential barriers/obstacles	Ways to overcome barriers	Support/resource needs	Management/ Accountability Plan			
Continue to Promote Salute to Excellence	VER	Lack of knowledge of the award by the local section chairs	Communicate with them at the Leadership institute, send a letter/email to new elected chairs and councilors introducing the committee	Data from previous years Work with other ACS offices to have access to list of elected officials		After CCEW and NCW reports are submitted a follow up should be sent. Or a month before deadline, the numbers of entries should be analyzed and a reminder could be sent at that point.		
Analyze the Volunteer of the year awards given and develop a promotion scheme to increase its visibility	Alexsa							
Analyze the ChemLuminary Awards submissions	Alexsa							
Develop "New Volunteer" Award	VER	Overkill?	Work with coordinators.	Time.		At the end of the year, together with the volunteer of the year award.		

Develop Milestones Certificates/digital templates	Alexsa	Make them visible, let people know they exist, but we need to design new and nicer ones	Send a sample to the coordinators? "new items" page on the ACS store?	Track the number of items purchased/downloaded /requested				
Develop recognition merchandize, such as certificates, pens, shirts, certificate, pins stickers etc.	David							
Promote the material/merchandize	David							
Develop a distribution pattern with the ACS stores	David	Limitations on the ACS Store ability to handle our request. Price of the merchandize.	Work with alternative vendors or ways to distribute the merchandize.	Time.				