[Society Name]

Development Plan 2019-20

Prepared by [Name], [Committee Position]

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| In this first paragraph, you should provide a short description of your Society, explain the prime focus, and what it provides for its’ members in an attempt to deliver the main objectives. |
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| **SMART Targets** |
| *Each semester, Societies are encouraged to set twelve SMART targets, that is, targets that are:*   1. *Specific, stating the action that is required and using actionable language* 2. *Measurable, providing a way to evaluate, and making use of metrics or data targets* 3. *Achievable, remaining within the scope of your Service, and possible to accomplish* 4. *Relevant, ensuring that the target makes sense within your Service, and improves the service in some way* 5. *Time-bound, setting a specific ‘due date’ or timeframe within which to complete it*   *Setting SMART targets for both the first and second Semester enables you to keep your Society on track to improve and continue to meet the needs of your members.* |
| SMART Targets |
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| The [Society] committee understands that continuing and sustainable development of the Society is dependent on the recruitment and retention of passionate individuals. In order to ensure that this is the case, [Society Name] will aim to recruit [XXX] members from the Student Community throughout the Academic Year, [XXX] of whom are new to the Society. The Society will strive to retain [XX]% of these members in regular activity throughout the Academic Year, and [XX}% of returning students to the next Academic Year. We will do this by: |
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| The Committee of [Society Name] understands that often, finance will be required to run events. We understand that the Students’ Union can and will be able to provide partial funding in the form of Grants to Societies however that it is strongly recommended that Societies look externally for funding, in the form of lottery bids, fundraising, and sponsorship, to support their activities. We will do this by: |
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| [Society Name]’s Committee are committed to the ongoing development of the Society year on year. We strive to improve on last years’ Engagement Statistics, given as:   1. XXX students through weekly sessions 2. XXX students through Give it a Go events 3. XXX students through volunteering opportunities 4. XXX students through the Elections process and AGm 5. XXX students through subsidiary engagement (socials etc) by: |
| i)  ii)  iii)  iv)  v) |

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| The Committee of [Society Name] understands that it has been democratically elected to undertake the day-to-day runnings of the Society. We understand that we must work cohesively together in order to ensure [Society Name] develops successfully throughout the year and can continue to work in the best interests of its members.  We will continue to ensure Committee Cohesion by: |
| 1) *Ensuring that situations where committee members work disproportionately are relayed to the Societies Coordinator and VP Societies and Volunteering as soon as possible, in order that the Committee be supported to alleviate concerns*  2)  3)  4)  5) |

Implementation of this Plan

[Society Name] will ensure to monitor progress against the targets and aims laid out in this development plan by hosting a fortnightly committee meeting, and disseminating the minutes of this to Committee in a timely manner

[Society Name] will attend a termly Development Meeting with a member of the Societies Team, outlining progress towards current SMART Targets and Tier Structure Development, any notable achievements from the month that we would like the Students’ Union to be made aware of, and any opportunities, blockers and risks that need to be addressed.

[Society Name] will collect Annual Feedback from its members, which can be reviewed by the incoming Committee for consideration while producing next years’ Development Plan.

Signed

