



Organizational Development Overview

Mission statement: An organization's purpose or reason for existing, and a filter for determining direction and engaging in new activities — “Does this fit with what we do or are all about?”

Vision statement: How an organization wants to evolve or an aspirational “end state” it would like to pursue or achieve.

- If an organization considers its mission and vision statements before undertaking a project, it will be better focused, and more accountable and efficient.
- In general, it's OK for some projects to fall outside an organization's mission and vision, as long as they are recognized as doing so and don't divert the organization too far in one direction or drain its resources.

Goals: Means by which an organization accomplishes its mission and moves toward its vision

- Administration — organizational status and structure, policies and procedures
- Services and programs — recruitment and retention of clients, performance
- Financial — management of revenue and spending, accounting practices, accountability
- Personnel — hiring, training, and retaining staff
- Visibility — communications, marketing / public relations
- Information systems: computer and office technology

Review and confirm or adjust organizational structure (board, committees, staff, volunteers, etc.) so as to support the progress toward and achievement of intended goals

Strategic plan: A roadmap over time for an organization to address and accomplish its goals

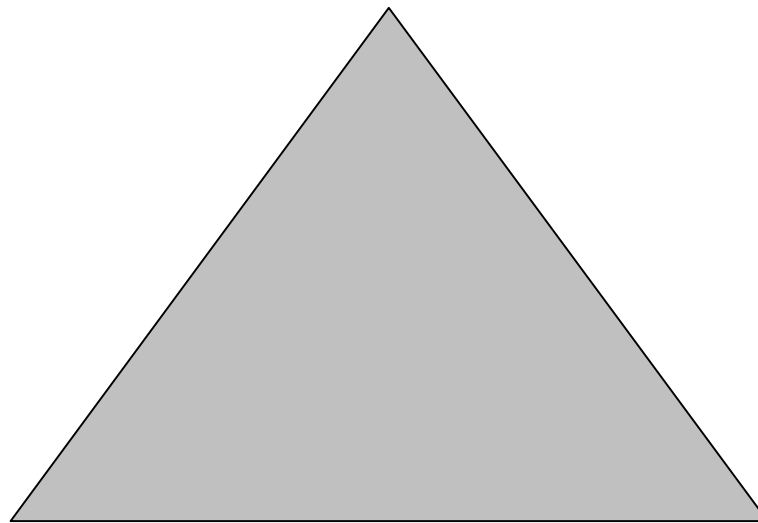
- Actions — steps toward a given goal
- Timelines — dates when actions will be completed or measured
- Measures — criteria by which to judge actions
- Evaluations — determinations of how well a goal was met



New program or project decisionmaking process:

1. Does it fit with our mission and / or vision? If yes, move forward. If no, stop.
2. Do we *have* to do it or want to do it? Every opportunity is not necessarily a good idea.
3. What's the concept plan — how will it work, who and how many people will it serve, what will it cost, where will the funding come from?
4. Detailed plan — how will it work, who and how many will it serve, what will it cost, where will the funding come from?
5. What core abilities or skills will we need to develop or acquire in order to do it well?
6. Decision — yes, no, when, to what degree ...

Programs and Services



Finance / Budget

Fund Development