Society Development Plan 2022-2023

|  |
| --- |
| Society Name:  |
| The name of your society |
|  |  |  |
| Society Mission: |
| Overall aim / purpose of the society |
|  |
| Society Development Aims for 2022-23 (we suggest a minimum of 4 aims) |
| 1. E.g., To increase our membership by 20%.
2. E.g., Holding three events during welcome week
3. E.g., Regular meet and greet
4.
 |
|  |

Reflection on previous academic year

What were some of your society’s biggest achievements in the previous academic year? Did you run a particular event or activity that was beneficial or engaged lots of people? Any standout moments?

What did you learn from last year? Is there anything you wish to change, improve, or prioritise in the year ahead? This could be changing an event or activity or introducing a new one.

|  |  |
| --- | --- |
| Achievements  | Things to improve |
|   |  |

Committee Overview

Use this space to outline your committee structure and the key goals of each individual committee member.

|  |  |  |
| --- | --- | --- |
| Role | Name | Goals |
| President |  |  |
| Treasurer |  |  |
| Welfare Officer |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Budgeting and Finance

Use this space to outline your overall membership and income/expenditure targets for this year. Please also complete the [annual budget template](https://studentsunionucl.org/how-to/clubs-and-societies/how-to-get-funding-for-your-club-or-society) as this will help you plan your activities in more detail.

|  |  |  |
| --- | --- | --- |
| Membership | 2021/22 Actual | 2022/23 Target |
|  | Total | Undergraduate | Postgraduate | Visiting/Associate | Total | Undergraduate | Postgraduate | Visiting/Associate |
| End of Term 1 |  |  |  |  |  |  |  |  |
| End of Term 2 |  |  |  |  |  |  |  |  |
| End of Year (June) |  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
|  | 2021/22 Actual | 2022/23 Target |
| Total Income |  |  |
| Total Expenditure |  |  |
| Balance |  |  |

Society Activity Information

Please outline your regular and annual society activities – including any summer activities/preparation for the new academic year. Include dates of events or specify frequency where possible.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
| Welcome Week | Black History Month |  | Christmas Break | January Welcome | LGBTQ+ History Month | Women’s History Month |  |  | End of term 3 |
| e.g., taster events |  |  | e.g., Christmas meal social | e.g., taster events |  | e.g., annual conferencee.g., AGM and leadership elections |  |  | e.g., committee training and 23/24 development planning |

2022/23 Development Delivery Plan

Use this space to elaborate further on your Development Aims and how you will achieve them. Make sure your aims and actions are SMART:

* Specific
* Measurable
* Achievable
* Relevant
* Time-based

You can use the Society Development Awards criteria as a springboard or guide when thinking about your development aims. This is not an exhaustive list but has been broken down into key areas you should consider. We have completed an example for you.

Aim 1: e.g., to increase our membership by 20% from 2021/22

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Actions required to achieve aim | Resources required (e.g., people, money, space etc…) | Further support required | Committee member(s) responsible | Date to be achieved by | Date achieved |
| Increase publicity | Budget for flyers and postersMake sure webpage and social media up to date | Ask Union staff about putting up posters in common areas | Publicity OfficerPresident | September 2022 |  |
| Attend January Welcome Fair | Book space at Welcome Fair and ensure committee can attend | N/A | President | September 2022 |  |
| Put on an extra taster session in January | Plan event and book a roomCreate event on the What’s On Calendar and advertise on social media | N/A | PresidentEvents OfficerPublicity Officer | January 2023 |  |

Aim 2:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Actions required to achieve aim | Resources required (e.g., people, money, space etc…) | Further support required | Committee member(s) responsible | Date to be achieved by | Date achieved |
|  |  |  |   |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Aim 3:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Actions required to achieve aim | Resources required (e.g., people, money, space etc…) | Further support required | Committee member(s) responsible | Date to be achieved by | Date achieved |
|  |  |  |   |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Aim 4:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Actions required to achieve aim | Resources required (e.g., people, money, space etc…) | Further support required | Committee member(s) responsible | Date to be achieved by | Date achieved |
|  |  |  |   |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Aim 5:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Actions required to achieve aim | Resources required (e.g., people, money, space etc…) | Further support required | Committee member(s) responsible | Date to be achieved by | Date achieved |
|  |  |  |   |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |