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## Club Development Plan Template

Published Date:	1 <sup>st</sup> May 20XX	<b>Written and Agreed by:</b>
Action Review Date:	1 <sup>st</sup> October 20XX	
Plan Review Date:	1 <sup>st</sup> May 20XX	

**This Development plan is a long term plan, which will outlast the tenure of many members of your university sailing club. In it you will develop a long term aim (a “dream vision”) and then create Key Goals which will build towards this dream goal. We recommend that this “dream vision” is created as a dialogue between members and nominated committee officials. We also recommend that this document is filled in collaboratively with the help of the BUSA area chair and Development officer and with the input of the University Sports Union in the finalised plan. This will help keep the plan achievable and manageable, but also improve the accountability of the club in keeping to this plan. For an example of the kinds of conversations which should be had around developing this plan please see: <https://www.youtube.com/playlist?list=PLRR1I7QyaNCd8cYBCUIj6rA8HFOZMPyIlg>**

**Examples of the completed form are either in green, or in the attached photographs, which correspond to different conversations in the youtube playlist.**

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## Where are we now?

What is the current situation of the club? Use the SWOT analysis format given in the guide to this form. Consider:

- what you offer to members, participants, affiliated groups. (eg. Students, alumni, students union(or equivalent), other university clubs, local sailing clubs)
- membership numbers and whether these are on the up, in decline or steady, particularly over at least the last 5 years
- your volunteers and their numbers and skill sets (eg. Qualified instructors + coaches, committee members)
- your facilities and equipment
- your financial situation (this should be more than just X amount in bank, should include predicted income from different sources, running costs, how much you need to be saving to afford things in the future)
- who you work with – partnerships (local sailing clubs, students union, other university clubs etc)

The University of X sailing club is currently struggling for money, with current funding only covering operating costs. Funding is likely to be a continuing issue as the AU has had it's funding cut by the university. While membership is stable, it is also low at five members. These members are highly qualified with 3 SI's, 1 Coach assessor and 1 DI and they are all highly committed as they are in first year of long tern degrees. Recruitment of qualified volunteers has been slow however, with previous years only recruiting experienced dinghy sailors. Currently UXSC does not work with any affiliated sailing clubs, nor does it work with funders.

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## Strengths

- Association between clubs + others.
- Diversity of club → identities
  - ↳ Backgrounds
  - ↳ Volunteers
  - ↳ Money
  - ↳ opportunities
- HISA clubs the year.
  - ↳ 2018-2019

## Weaknesses

- low experience recruitment
- smaller size.
- Reliant upon affiliation agreements
- Tied to a given location

## Opportunities

- Other UHI Campuses
  - ↳ other local clubs
- Diversification
- Pathways into more opportunities
  - ↳

## Threats

- Communication to specialise peers
  - ↳ To expansion.
- Storage is going to become an issue.
  - ↳ ~~5000~~
- Brexit.
- Recruitment ministry.



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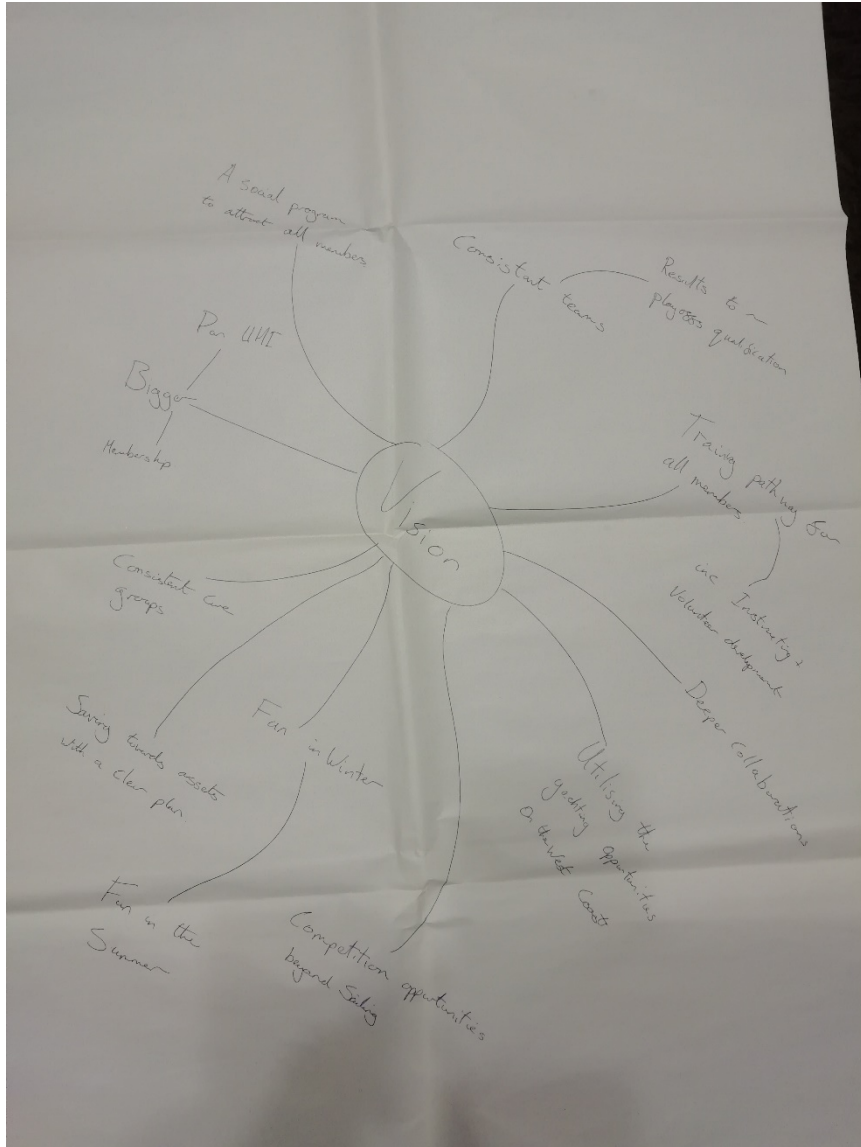
**Where do we want to be in 3-5 years time?**

**Club Vision:**

What is the clubs 'dream development goal'? e.g. XXXX Sailing Club will provide high quality training, racing and recreational sailing for members of the community. This will be achieved through a programme that provides a wide range of opportunities.

**Key goals for the next 3-5 years, to achieve this vision. These may need to happen now, next month, next year or even 2 -5 years time. For a breakdown of this, please see the guide.**

- Develop/ maintain a close working relationship with their host club.
  - Create pathways to develop and retain sailors
  - Expand/ improve advertising
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## How will we get there?

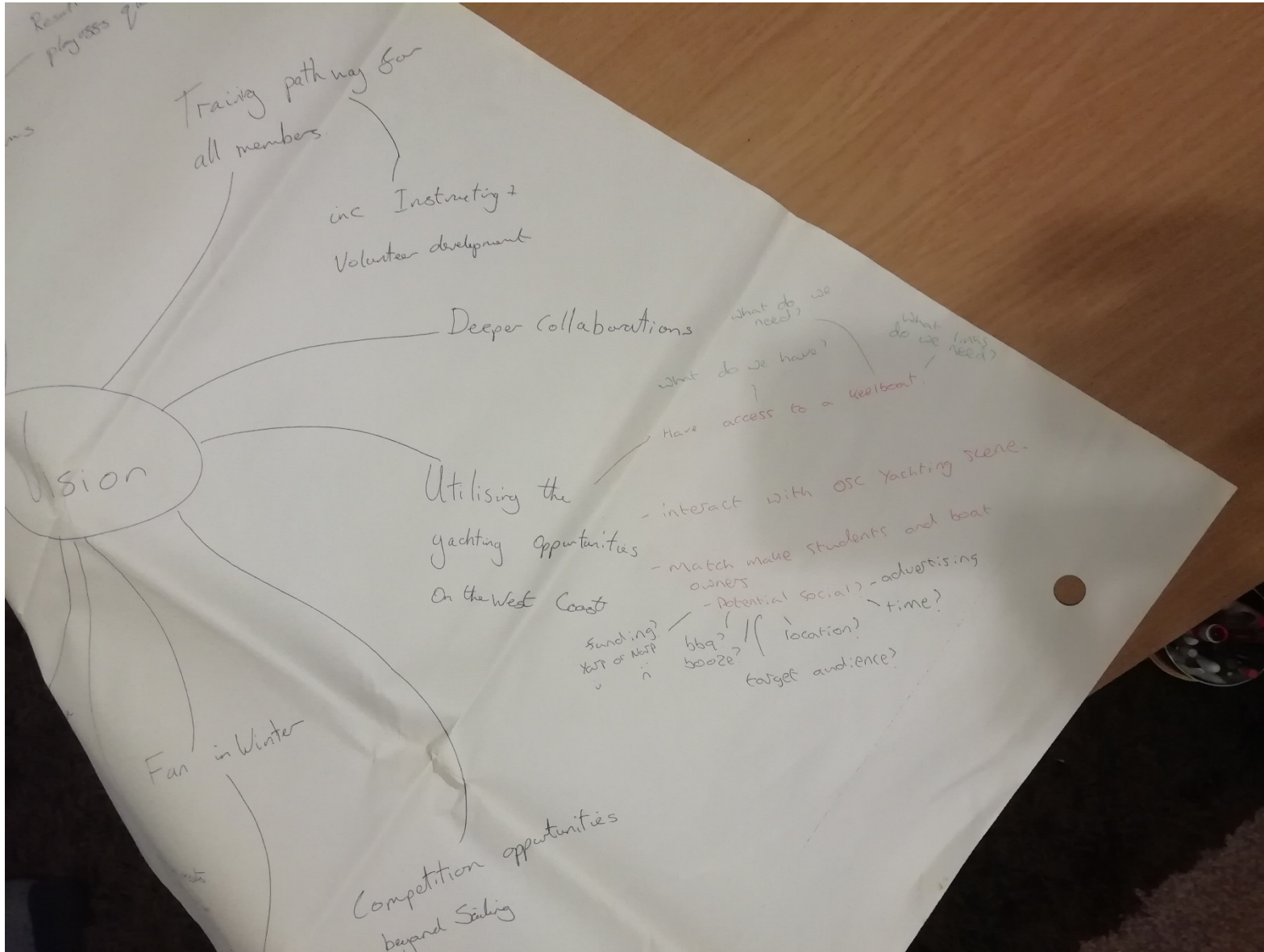
**Action Plan – what are the objectives you need to undertake? These should be looking to achieve your Key Goals (above) and may require more than one year to achieve. These should be SMART objectives (please see the guide).**

Progress/Outcome Key	Legend
Not started, no action required	
In progress and on track	Green
In progress, some action required	Yellow
Significant action required	Red
Completed	Blue

**Key Goal number 1: Develop a closer working relationship with the host club**

Objective	Actions	Resources	Lead / Supported by	Timescale and Deadline	Progress
<p>What does Key Goal Number 1 break down in to?</p>					
<ul style="list-style-type: none"> <li>To achieve Key Goal number 1, what are the things you must do?</li> </ul>	<ul style="list-style-type: none"> <li>What must the club management do to help achieve objective number 1?</li> </ul>	<ul style="list-style-type: none"> <li>What do you have available to help you in this?</li> </ul>	<ul style="list-style-type: none"> <li>Whom will be doing this?</li> </ul>	<ul style="list-style-type: none"> <li>How long do you have to do it?</li> </ul>	
<ul style="list-style-type: none"> <li>Develop a new affiliation agreement</li> </ul>	<ul style="list-style-type: none"> <li>Create a new affiliation agreement alongside Y sailing club</li> </ul>	<ul style="list-style-type: none"> <li>The BUSA affiliation agreement template</li> <li>RYA Z RDO has agreed to mediate the early interactions</li> </ul>	<ul style="list-style-type: none"> <li>Commodore and strategic development officer</li> </ul>	<ul style="list-style-type: none"> <li>3 months, October 2019- December 2020</li> </ul>	
<ul style="list-style-type: none"> <li>Work with host club to deliver an RYA Level 2 course for UXSC members</li> </ul>	<ul style="list-style-type: none"> <li>Deliver course over Saturday social sailing sessions</li> </ul>	<ul style="list-style-type: none"> <li>Club instructing resources</li> </ul>	<ul style="list-style-type: none"> <li>Our pet SI</li> <li>Host club DIs</li> </ul>	<ul style="list-style-type: none"> <li>6 months, October-March 2019-2020</li> </ul>	







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**Key goal number 2:**

<b>Objective</b>	<b>Actions</b>	<b>Resources</b>	<b>Lead / Supported by</b>	<b>Timescale / Deadline</b>	<b>Progress</b>
•	•	•	•	•	
•	•	•	•	•	

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**Key goal number 3:**

<b>Objective</b>	<b>Actions</b>	<b>Resources</b>	<b>Lead / Supported by</b>	<b>Timescale / Deadline</b>	<b>Progress</b>
•	•	•	•	•	
•	•	•	•	•	





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**Key goal number 4:**

<b>Objective</b>	<b>Actions</b>	<b>Resources</b>	<b>Lead / Supported by</b>	<b>Timescale / Deadline</b>	<b>Progress</b>
•	•	•	•	•	
•	•	•	•	•	

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**Key goal number 5:**

Objective	Actions	Resources	Lead / Supported by	Timescale / Deadline	Progress
•	•	•	•	•	
•	•	•	•	•	

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**Key goal number 6:**

<b>Objective</b>	<b>Actions</b>	<b>Resources</b>	<b>Lead / Supported by</b>	<b>Timescale / Deadline</b>	<b>Progress</b>
•	•	•	•	•	
•	•	•	•	•	

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