



## Transition Management

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The role of transition management is to guide the gradual, continuous process of transformation from Gamma Phi Beta's existing operational board model to a governance board while maintaining the equilibrium of the organization. Transition management in Gamma Phi Beta is led by the managing director of risk and policy with direction and oversight from the International President and executive director.

The transition management program reports jointly to the International President and executive director. To ensure timely communication, clarity and trust in the process of a governance change, transition management directs and executes the agreed upon transition plan and its timeline. The primary functions of the transition management program are to:

1. Be vested with authority by the International President and executive director to make necessary decisions and adjustments to customize each transition accordingly.
2. Direct and execute the transition plan and timeline for each department.
3. In collaboration with the International President, executive director and director of Marketing and Communications design and execute an ongoing communication plan with our workforce of volunteer leaders and staff.
4. Serve as a resource for transition related suggestions and comments.
5. In collaboration with the Human Resources manager, create and implement a volunteer management training program for full-time professional staff.
6. In collaboration with the International President, executive director and Human Resources manager, develop and support implementation of a recruiting, hiring and training plan for newly-appointed volunteer leaders.

The Volunteer and Staff Transition Committee is responsible for creating dialogue and collaboration among staff and volunteers as well as creating a collective voice in supporting our membership. This 10-person committee is focused on the following:

1. Maintaining ongoing dialogue meant to build relationships between staff and volunteers.
2. Providing volunteer leaders and staff support for concerns or challenges with transition.
3. Managing expectations of volunteers and staff throughout the transition process.
4. As requested, providing feedback to transition management and support implementation of ideas.

Members of the Volunteer and Staff Transition Committee are [Megan Wick](#) (chair), [Jill Duffy](#), [Linda Johnson](#), [Anne Layton](#), [Jaclyn Laviage](#), [Anne Lease](#), [Betty Quick](#), [Mary Jo Silsby](#), [Rachel Taube](#) and [Teresa Tisserat](#).