Leadership Transition: You’ve Got This!

Andrea Marwah
Andrea Stambaugh
L2L 2022 Presentation
Andrea Marwah

- IL H&V Executive Director
- President for 11 years
- Parent to 3 kids
  - Sam 20 DHH
  - Julia 18
  - Andrew 15
- Advocate
- Work for ISD Outreach
- H&V ASTra Trainer
Andrea Stambaugh

- President of IL Hands & Voices
- Parent Guide with IL H&V Guide By Your Side Program
- Mother of 2 kids
  - Axel 5- DHH Plus
  - Alivia 1
- Director of Service at YPAC (Your Performing Arts Center)
Andrea M
Chapter Executive Director

Andrea S
Chapter President
IL Hands & Voices History

- Become Chapter - 2006
  - President Karen Putz 2006-2008
  - President Beth Donofrio 2008-2010
  - President Andrea Marwah 2010-2021
  - President Andrea Stambaugh 2021-

- Brought Guide By Your Side to Chapter - 2008
  - Multiple partners

- Became Guide By Your Side Fiscal Agent - 2018

- Received first direct grant from IL EHDI - 2021
AndreaM came into the Chapter with a 3K budget

• Grew from hosting MNI each year
• Completely new board in 2 years
• Board retention
• Today
How to find a new leader

• Always be looking
• Always be willing to mentor/coach
• Be open minded, the new leader may be much different
• Encourage your board to do new things
Leaders Stick Together!
Why did we change

- The time had come for new ideas, younger outlook
- AndreaS showed an interest in leadership
- AndreaM wanted to change it up, do more “behind the scenes”
- We were growing, we needed more management for our programs
- AndreaM couldn’t completely let go
MENTORING is MEANINGFUL

Tips/Checklist on the IL Hands & Voices Mentor Program

WHAT IS MENTORING?
You have been paired with a mentor. Now what?
Mentoring is defined as a relationship between one or more people which involves a senior party who provides knowledge, guidance and support to the junior parties in order to assist them to grow and/or develop in order to achieve key goals for the organization.

WHAT IS A MENTOR?
A mentor is a trusted colleague or advisor whose experience may help the mentee work towards their goals and achieve their full potential. IL Hands & Voices chooses their mentors based on those board members who can:

- Offer sound advice and feedback
- Listen actively and sympathetically
- Help people work through an issue
- Coach a mentee towards professional growth
- Be a good role model
- Challenge mentees to achieve their potential

WHAT'S IN IT FOR THE MENTEE?
In order to be a board member who can put their best foot forward, we must ensure you are fully able to do so. Mentors can help you:

- Work on building professional skills
- Learn new things, especially in an ever-changing environment
- Assimilate to the non-profit world and all the nuances of this type of service
- Realize your potential through challenging you and asking questions

How do I GET STARTED?
Mentoring works best when there is a good fit between the mentor and mentee. The leaders of IL Hands & Voices have paired you with a mentor, if you feel this mentor pairing isn't a good fit for you, contact your Vice-President to be paired with someone else:

- Assess what you need from a mentor—sounding board? Advice? Feedback?
- Ask the mentor for some background information about him/herself
- Discuss with your mentor what you hope to gain from the mentoring relationship
- Determine if it is the right fit

More responsibility

- Mentor/Mentee Program
- Junior BOD Program
- Leader Training

"Every great achiever is inspired by a great mentor."

- Lailah Gifty Akita
What helped prepare AndreaS for the transition?

• Involvement in HQ (panels, projects, groups, etc.)
• H&V Leadership-to-Leadership (L2L) Program
• Conference participation both locally and nationally
• Presenting both locally and nationally
  • leaders work together to ensure we are seen within IL and nationally
• Outreach at hospitals and Early Intervention offices
• Leading planning of large fundraising events
Determining what we wanted to do:

• Andrea discussed moving to the model of ED/President Collaboration

• Ensured we were both 100% in
  • No question about whether we wanted to make this change
  • Many discussions had about what this will look like
    • transparency about what we weren’t comfortable with and what we were

• Progressively made the switch
  • AndreaS was a VP full-on for 1 year
  • AndreaS was VP, but mainly President-in-training, Year 2
  • Transition occurred at the end of Year 2 and she was prepared for that
No need to reinvent the wheel!
Don’t waste time reinventing the wheel

- Creation of documents to help support how the Chapter is run
- Teamwork with other team members
- Discover items from other Chapters
- Google is our friend
Hierarchal Relationships Changed

- Procedure changed
- Go-To people changed
- Leadership changed
- Conflict occurred
- Conflict resolved
- “Right now, I’m not speaking as your friend”
Succession Planning

- Many working sessions exploring the current role and responsibility of the President and what could be moved to the ED
- We had an original succession plan but now had to break it down to 4 exclusive succession plans: President, ED, GBYS Coordinator, Treasurer
- Utilization of online formats to share and safely store items
  - Trello
  - Non-profit Google
Streamlining Functions

- **Grants** - we knew we’d need someone to dedicate to this task
- **Contracts** - we wanted to be sure we had the capacity to take on smaller contracts
- **W9 Contractors** - someone needed to lead this effort
- **Leadership** - Board oversees ED, ED oversees programs within the Chapter and manages all funding
Why Job Descriptions

• Helped to create the new/updated roles
• Helped us determine who does what
• Clear division of responsibility
• After we worked on the succession documents, which we’ve realized are living documents that change over
• Clearly state when roles overlap and Executive Board work in tandem on a particular activity/item
• Prompted organization-wide job descriptions
• Prompted Chapter policy and procedure, we’d matured into a very active Chapter and needed some consistency
  • didn’t want to deter new members from doing
  • didn’t want inaccurate information out there
Why change the P&P Doc

- Helped stem misunderstandings
- Created cohesion between ILHV and GBYS where P&P was concerned
The Art of Delegation

- The how-to of delegation
- Dispelling the myth “If you want it done right, do it yourself”
- Trust
- Empowerment
How to manage conflict

- Open line of communication
- Agreeing to disagree
- Addressing issues when they arise
- Active listening
- Come to understanding
AndreaM LESSONS LEARNED

Evolved over time

Learned to relax

Learned to understand that things will go wrong

Learned to see the light in all people

It’s important to allow your new leader to do things without you watching over them

It’s not easy to let it go

Delegation became a necessary skill

Although we share the same name, we are different in many ways and compatible in many other ways

We worked on accepting the differences
  • use of Google
  • more texting than what I was used to
AndreaS LESSONS LEARNED

Patience

Never stop learning

Agree to disagree

Have fun

Some parts of leadership are not fun

Agree to be honest up front

It’s OK to make mistakes
Contact us

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