

## KELOWNA AND DISTRICT SOCIETY FOR COMMUNITY LIVING

### **POLICY: STRATEGIC PLANNING**

**Applies to:** Board of Directors and All Personnel

#### **PREAMBLE**

Strategic planning is the process the organization undertakes to implement KDSCL's mission and vision by developing and documenting strategies and goals in an organizational plan.

#### **POLICY**

The board of directors completes strategic planning as required. Minimally a formal plan is developed and distributed every three to five years. The strategic plan includes:

- The organization's vision, mission, mandate, values, strengths, areas requiring development, threats including financial and opportunities.
- Input and consultation from persons served, their families and support networks, employees and stakeholders.
- Specific goals and target outcomes and how and who is responsible for implementing them.
- Specified time frames for achieving plan actions.
- Capacity and capacity development, identifying the demographic of who is served.

The board of directors in consultation with the executive director determines when formal planning occurs. The executive director coordinates the session based on the above policy requirements. He/she is responsible for distributing and communicating the plan results to persons served, their families and support networks, employees and stakeholders.

Effective/ Revision Date  
July 21, 2008

Board Approval

Date Approved  
July 21, 2008