

SDCN PD Mentorship & Student Organization Work Plan

Summer...	June	July	August	September
Program Directors	<ul style="list-style-type: none"> • Conduct post-year survey to capture stories of Stage 5 Action • Review/edit training modules & manuals • Begin orientation of new D • Finalize hotel & flight arrangements for Student Leader Retreat 	<ul style="list-style-type: none"> • Orient new PD • Reserve conference rooms and plan agenda for Student Leader Retreat • Finalize mod workshop arrangements • ID/schedule alumni facilitators for mod workshops 	<ul style="list-style-type: none"> • Conduct SLR with head mod & president of each campus • Develop a recruitment/group launch plan & create calendar of meeting dates, breaks and deadlines • Provide moderator meeting guidance to head moderators • (late Aug.) Conduct Mod Workshops 	<ul style="list-style-type: none"> • Conduct Moderator Workshops • Meet with advisers/ administrators/ leaders while on campus • Support recruitment/group launch plans created at SLR
Students	<ul style="list-style-type: none"> • Moderators take online Stage 5 Action survey • New leaders communicate with SDCN to plan SLR attendance 	<ul style="list-style-type: none"> • Communicate with SDCN program directors about SLR arrangements 	<ul style="list-style-type: none"> • Attend Leadership Retreat • Return to school • Hold first leadership meeting • Meet with administrators • Create budget & secure funding • Enact recruitment plan • Organize & attend mod workshop 	<ul style="list-style-type: none"> • Return to school • Hold first leadership meeting • Meet with administrators • Enact recruitment plan • Organize & attend mod workshop • Form groups & begin dialogues

Fall Semester...	October	November	December	January
Program Directors	<ul style="list-style-type: none"> • Conduct final Moderator Workshops • Check in 2 weeks after workshop/ support recruitment plans • Complete Mod Workshop Reflections • Schedule Mod 3rd meeting check-ins • Compile mod workshop data collected • Send out administrator letter from Hal 	<ul style="list-style-type: none"> • Conduct Mod 3rd meeting check-ins • Survey leaders on recruitment plan and group formation results • Check in with leaders before/during Thanksgiving break to discuss post-recruitment activity/ leader & moderator transitioning 	<ul style="list-style-type: none"> • Begin planning strategy/audience/ locale of annual conference in April • Provide administrators and leaders with projected conference costs • Begin advertising for PD position 	<ul style="list-style-type: none"> • PD application deadline • Calls with leaders for conference planning and leadership transition plan check-in
Students	<ul style="list-style-type: none"> • Form groups & begin dialogues 	<ul style="list-style-type: none"> • Check-in with SDCN PD • Create leadership transition plan and mod selection process to recruit next year's student leaders • Plan SD-wide event to hold before Winter Break 	<ul style="list-style-type: none"> • Hold SD-wide event before Winter Break • Advertise for leadership and moderator selection 	<ul style="list-style-type: none"> • Advertise for leadership and moderator selection • Select new leaders and moderators • Organize funds for conference attendance

Spring Semester...	February	March	April	May
Program Directors	<ul style="list-style-type: none"> • Interview PD applicants • Finalize conference travel and lodging • Plan conference agenda • Aid campuses in leadership transition 	<ul style="list-style-type: none"> • Extend offer for PD position • Survey leaders on leadership transition and mod selection results • Finalize conference agenda 	<ul style="list-style-type: none"> • Hold annual conference/event • Extend Student Leader Retreat invitations to new leaders • Schedule Mod Workshops for next fall • Compile evaluation data post-conference 	<ul style="list-style-type: none"> • Review/edit training modules & manuals • Finalize date for SLR • Make hotel & flight arrangements for SLR • Send out letters from Hal to administrators
Students	<ul style="list-style-type: none"> • Select new leaders and moderators • Begin shadowing period for new leaders/mod meeting attendance for new moderators • New leaders meet administrators and PDs • Organize conference attendance 	<ul style="list-style-type: none"> • Continue transitioning new leaders and moderators • Student leaders organize funds for action projects 	<ul style="list-style-type: none"> • Attend conference • Provide dates for next fall's mod workshop • Begin planning for SLR • Dialogue groups discuss action possibilities and plan action project 	<ul style="list-style-type: none"> • Dialogue groups execute Stage 5 Action • Leaders support action organizing & end of year event • Leaders communicate with SDCN regarding SLR attendance • Finalize fall mod workshop dates & schedule new moderators' attendance