

SUCCESSION/TRANSITION PLANNING

TRANSITION DEFINED - (Oxford dictionary) – passage, CHANGE, from one place or state or act or set of circumstances to another

RIGHT PATH BEGINNINGS

- Started a program in 1996 and established 501C3 status with by- laws and articles of incorporation
- No other plan, except to help those less fortunate
- No compensation for my position

THE REST OF THE STORY

After 18 years of running the Right Path, mentoring instructors for certification, teaching classes, finding suitable horses and re-training said horses, raising funds, structuring a board and emptying the trash, my husband and I decided to down size our ranching operation, but how could we just close the Right Path?

A young boy named William Ocker, had a very determined mother who said that her child and his friends needed the Right Path. After much discussion and prayer the Ocker family moved to the ranch and took over the day to day operations.

That was God's plan!!

HOW DO YOU FIND THAT SUCCESSOR – just like riding the arena corners successfully, preparation begins well before the corner.

Before transition, get your house in order, to give your successor every opportunity to succeed.

What you have in your head needs to get onto paper. If you have already done this, but it was some time ago, then review and update.

1. Organizational Structure

- a. Every program should have one of these charts, with personnel identified for each area

2. Standards

- a. up to date, whether member or PAC.

3. Policies and procedures defined

- a. Office/administrative procedures
- b. Horse evaluation procedures
- c. Horse care/feeding defined
- d. Horse training techniques
- e. Volunteer training procedures
- f. Job descriptions written

4. Define whom your program serves

- a. Children and/or adults
- b. Program types
- c. Current Class structure
- d. Instructor roles

5. **Funding sources.** Probably should be first on list. No money, no program
 - a. Who is/are fund raisers
 - b. Types of funding
6. **Property ownership, lease, free lease**
7. **Horse ownership, lease, free lease**

SCENARIO

You are planning to retire in ? years

WHAT YOU DO AND HOW YOU PASS THE BATON DEPENDS ON THE STRUCTURE OF YOUR EXISTING PROGRAM AND QUALIFICATIONS OF SUCCESSOR

1. Start the search for your potential successor
 - a. Keep watching for that individual that has the desire/passion, skill set or trainability, regardless of your compensation package (which may be 0).
 - i. Advertise in Strides magazine
 - ii. Maybe a parent, a volunteer, a board member, existing personnel
 - iii. Financial knowledge in a candidate, will speed the transition process (of course, dependent on your existing structure)
2. Once that individual is found and in place
 - a. Training is paramount for transitional success
 - i. Spend min. 1 year with program and train your successor. Focus on safety and sustainability. Maybe you remain a board director, CEO?
 - ii. We have also found monthly management meetings valuable
 - o You have to be willing to let go, after all, there is more than one way to achieve the same end result and be successful.

I HAVE CHOSEN TO REMAIN IN ACTIVE CEO POSITION, WITH MY SUCCESSOR TAKING OVER AS OPERATIONS MANAGER, HAVING RESPONSIBILITY FOR DAY TO DAY ORGANIZATION AND MANAGEMENT OF OVERALL PROGRAM.

TRANSITION BEGAN IN FEB. 2014. PROGRAM HAS GROWN SUBSTANTIALLY SINCE TRANSITION.