

Forth Valley Orienteers

4 year Club Vision and Strategic Plan 2021-2024

Our Club Vision: FVO is a top quality orienteering club which warmly welcomes and caters for all ages and abilities

Our Strategy:

- 1 Provide a variety of quality events locally, suitable for club members at all skill levels
- 2 Expand orienteering membership and participation in existing hubs (Linthgow/Dunblane) and new hubs (Callander, Falkirk and Stirling Uni)
- 3 Develop and retain our junior orienteers by providing a progression pathway for all abilities which is fun and social
- 4 Inspire and support our members to achieve their potential at both national and international competitions
- 5 Foster an inclusive club environment where volunteering is natural and supported
- 6 Ensure that orienteering can be sustained in Forth Valley in the long term

Our Tactics and Targets:

Status for 2024 targets - **Green=already being achieved**; **Amber=underway/on track for 2024 target**; **Red=not started/issues**

Membership		<i>The actions are the responsibility of the whole committee, the lead seeks help and advice as required</i>			Status (Jan 2021)
<i>We recruit and benefit our members</i>		Tactics	Targets for 2024	Lead	
Benefits	Club prosperity	Maintain club spirit, communications and deliver this vision	Fvmail e-news fortnightly, annual member survey and plan review	President	Green
		Maintain financial health, ensure appropriate procurement and grant spend	Annual financial audit, annual review of financial viability of Development Officer	Treasurer	Green
		Maintain club processes and correspondence	6 committee meetings per year plus AGM, minutes on website within 2 weeks	Secretary	Green
		Support professional development officer and link to CDO/RDO/SOA development	Monthly meetings with Development Officer. Annual meeting with SOA development	President	Green
		Achieve/maintain Silver and Gold SOA accreditation	Review this plan annually. Silver in 2021. Gold by 2023.	President	Amber
		Succession planning for elected and appointed committee roles	Review role descriptions and volunteer register annually	President	Red
		Maintain club identity	Promote and ensure stocks/orders for club kit	Kit manager	Green
		Hold club social events	Club Awards night (annual), Club tea (at >1 multi-day events/yr), Pub sessions (monthly)	Social officer	Green
		Hold club training weekends	One per year	General committee member	Amber
	Communication	Use social media to enhance internal and external communication	Produce regular private and public club facebook updates and website news items for all events and interesting club news.	Communications officer	Green
		Maintain regular contact with new members and target with specific info, to help retention	Provide a welcome pack, personalised emails highlighting structured training opportunities, use of mailchimp and through advice at events	Membership secretary	Green
		Restructure website and use it as main source for club/event info, results and club resources	Review platform, security and structure annually.	Web Master	Amber
Contribute copy to the local press when there are impressive stories and pictures to share		Send 20 articles per year to Linlithgow, Falkirk, Stirling and Callander papers	Communications officer	Green	
Recruitment and retention	Junior Recruitment	Coordinate/standardise newcomer blocks in club hub locations, targeted at families	One block/year in each of the 5 hubs, use Facebook and local schools/groups to advertise	Development Officer	Amber
		Link to Active Schools to identify/mentor primary teachers	One teacher InTRO course run locally per year, 2 teachers taking pupils to Scottish Schools Festival	Development Officer	Red
		Support FVO parents to organise teams for Scottish Schools Festival	Minimum 6 schools represented, parents to coordinate team, provide specific training/events from Mar-May	Development Officer	Amber
		Improve links to junior athletics clubs	Talk or tailored session/yr to 2 athletics clubs/yr, preceding a suitable local event, encourage email sign up to FVO Mailchimp	Development Officer	Amber
	Senior Recruitment	Coordinate/standardise adult-specific newcomer sessions in local hubs	Target sports clubs, outdoor activity organisations and bootcamp enthusiasts	Development Officer	Red
		Support Stirling Uni students recruitment to STUOC or FVO	Run 2 newcomer sessions on campus/adjacent, at start of each term	Development Officer	Red
	Membership	Encourage newcomers to join the club	Signpost suitable follow-up events after newcomer blocks using FVO Mailchimp, ask newcomers who attend >3 events in a year to join the club	Membership secretary	Green
		Increase membership	Increase from 224 (Dec 2019) to 300 by 2024	Membership secretary	Amber
Development	Coaching	Coordinate 4 week blocks of training for novice members followed by integrated local events	Increase from 0 to 2 blocks per year	Development Officer	Red
		Provide coaching opportunities for improving and experienced adults	Increase to 5 coaching sessions per year	Coaching coordinator	Amber
		Provide coaching opportunities for improving and experienced juniors	Target 5 SWAT sessions per year (O/LG/G) and 5 FVO Stars sessions (W/Y/O). All regular club juniors offered STAR scheme. Annual awards (bronze, silver, gold) for all regular club juniors	Coaching coordinator	Amber
		Increase junior retention and participation	Coordinate fun and social opportunities to participate in orienteering through the JST and 2 SWAT/Inter-Area weekends per year	Coaching coordinator	Amber
		Support junior members to aim for selection to the Scottish Junior Squad (ScotJOS) through mentoring and additional coaching opportunities	5+ juniors selected per year by 2024. Mentoring offered annually to all juniors at Orange+.	Coaching coordinator	Amber
Participation	Participation	Increase participation and diversity at FVO local events	Increase average number of participants at local events event from 38 to 70. Increase diversity in participation	Development Officer	Amber
		Encourage competitive participation within Scotland	Scottish O League (+SOUL): increase from 60 to 90 members attending at least 1 event per year	President	Amber
		Raise profile and encourage participation at Major events throughout the UK (British races/JK/CSC final) as attainable and attendable for all.	Increase average FVO runs/yr at Major events, based on 3 yr rolling average. In particular, increase total runs representing FVO in relay/team competitions by 20% by 2024. Provide an FVO 'hub' (club tent/banner) in arenas at major events. Run-in competition at Scottish 6-days.	Team captain	Amber
Performance	Individual	Provide visibility of improvement and success, help to create an environment where club members of all ages support and inspire one other to develop and seek performance success both domestically and internationally.	Track and acknowledge total number of club members achieving medals at national events in Scotland and major events in the UK, and achieving selection for Scottish, British and International teams. Do this via awards, social media/web/press coverage, annual reports and more informal acknowledgment to make sure high performance is recognised and celebrated.	Team captain	Amber
	Teams	Foster a competitive team spirit and field FVO teams to show up well at Scottish, UK and international competitions.	Team competitions: Qualify from CSC Scottish heat each year into UK Final. Retain position as consistent top 3 in Final, with win at least 1yr in 3. Domestic relay competitions: sustain current high numbers of relay medals across rolling three year period. Always field at least one team at Harvester Relay. International competitions: aim to offer the opportunity at least twice in every 5 yr period for people to join FVO teams attending a large international team competition (eg Jukola)	Team captain	Amber

Event Management		<i>The actions are the responsibility of the whole committee, the lead seeks help and advice as required</i>			
<i>We plan and deliver high quality events</i>		Tactics	Targets	Lead	Status (Jan 2021)
Event Delivery	Event strategy	Develop a 3-year rolling National/Regional/Local event strategy integrated with Mapping & Access considerations	Updated annually	Events coordinator	Red
		Hold quality competitive and newcomer local events at regular intervals, integrated with the Club's coaching programme	Increase total events from 45 to 62 events/year by 2024	Events coordinator / Series coordinators	Amber
		Stage large events aligned with Scottish Orienteering event calendar strategy	3 large events per year (2 at least regional events and 1 at least national event). Contribute volunteers to international events in Scotland where appropriate (eg Scottish 6 days)	Events coordinator	Amber
		Maximise the variety of event styles	At least 8 of each per year: day, night, forest, urban/sprint	Events coordinator	Green
		Plan and advertise the Club's event schedule on a yearly basis	Publish late February	Events coordinator	Amber
	Event Scheduling	Work with SOA, central belt clubs and ScotIOS for an integrated schedule	Attend SOA and fixtures meetings	Events coordinator	Amber
	Mapping	Maintain an active inventory and OCAD file library of forest and urban orienteering maps	Currently 53 old/current maps	Mapping Officer	Green
		Identify new areas for mapping and integrate with the 3-year event strategy	3 new areas per year	Mapping Officer	Green
		Ensure maps (especially those used often) are kept up to date and at correct specification	As required throughout the year	Mapping Officer	Green
		Apply for funding sources for mapping	Identify and apply for relevant grants	Mapping Officer	Green
		Review planner feedback on the Events Review Log to inform future map updates	Use post-event feedback from every event	Mapping Officer	Red
	Access	Maintain good relationships with all land owning stakeholders	Ongoing	Permissions Officer	Green
		Proactively determine from Forestry Commission and other land owners their forward forest activity plans	Annually	Permissions Officer	Red
		Make land access a key part of the yearly and 3-yearly event schedules	Ongoing	Permissions Officer	Red
		Maintain 'forest details' records for all mapped areas	Currently 48 areas listed, with landowner, parking, access and other useful info	Permissions Officer	Amber
		Use organiser feedback on the Events Review Log to inform future access and safety decisions	Use post-event feedback from every event	Permissions Officer	Red
	Officials	Volunteers	Develop members as planners and organisers	Identify members for new roles and development, hold regular conversations with club members. Increase ESW-qualified local event planners/organisers from 58 to 90	Development Officer
Provide mentoring ladder for planners, organisers, coaches and controllers			Identify 5 members as mentors and assign to mentees	Development Officer	Amber
Provide up to date how-to manuals for event planners and organisers			Seek post-event feedback from planners/organisers and review manuals annually.	General committee member	Amber
Maintain risk assessment library			Use post-event feedback from planners/organisers on the Events Review Log to update risk assessment for each area, make available to organisers	Risk assessment coordinator	Amber
Instigate and/or advertise training opportunities in planning, software and safety			Annually where appropriate	Development Officer	Amber
Encourage progression to Event Controller			Increase from 6 to 12 active controllers	Development Officer	Red
Encourage members to train as coaches and to upgrade where possible			Increase from 9 active licensed coaches to 15, including 5 at Level 2+. 2 members completing Coaching Foundation course (Level 0) and 2 members completing Scottish Orienteering Young Leader course per year.	Coaching coordinator	Amber
Encourage members to be first aiders			Increase from 8 first aiders (2020) to 15 by 2024	Development Officer	Amber
Ensure all coaches and volunteers working with children have a PVG disclosure and complete CP training			Review and report summary position to committee 3/year	Safeguarding officer	Amber
Technology and equipment	Computing	Maintain an up-to-date event timing computer software system	SIAC units and equipment	Electronic equipment manager	Green
		Maintain up-to-date computer hardware, compatible with the timing software	Includes laptops, printers and cables	Electronic equipment manager	Green
		Simplify/modernise local event registration and coaching admin	Use direct payment systems/registration for newcomers. Coaching team app for coaching communications and team spirit	General committee member	Amber
	Event equipment	Review equipment and replace when no longer suitable	Reviewed after each Regional and National event	Equipment manager	Green
		Insure equipment	Estimate value and get/update insurance	Equipment manager	Amber