

WORKING DRAFT

2022-2023 Executive Director Proposed Annual Work Plan

Activity	Target or Goal	Relevant President Plan of Work or Strategic Plan reference	Comments
AFS annual meeting review and design	Support Meetings Oversight Committee to review hybrid meeting design and support AFS review of overall meetings support	SP Objective 1, Strategy 1.1	
Annual meeting planning	Complete LACFC, support WFC 2024, and ensure that AFS Grand Rapids (2023) and Honolulu (2024) are effectively planned. Provide solid meeting scheduling for 2025-2027	SP Objective 1, Strategy 1.1	
Professional Development	Work with PDC and staff to better understand PD needs and position AFS to be an effective provider of training at all levels	SP Objective 2, Strategy 2.1	
Enhance relationship with partners	Enhance relationship and better engage state agency leadership, universities through NAUFWP, and federal agencies. Help CASS to define its future structure and purpose.	SP Objective 3, Strategy 3.2	
Publications – planning for the future	Support and participate in the Publications Retreat and ensure that a strong implementation plan is developed.	SP Objective 3, Strategy 3.3	
AFS financial health	Work with FFPC, leadership, and staff to review and potentially restructure the AFS business model to enhance AFS financial health	SP Objective 5, Strategy 5.1	
AFS Development Program	Work with staff, leadership, re-establish committee and act as emissary for AFS to engage with donors and other potential funders to build AFS donor base and funding		
MSCG	Ensure that all MSCG are completed and funding, reports, and other project deliverables addressed.		
Diversity, equity and inclusion	Support the development of a DEI strategic plan, implementation plan, and measurable goals and objectives.	PPOW	NSF-LEAPS and CASS partners will be key source of support and expertise. EOS and DEI Committee will be critical to success.
ED transition	Support AFS leadership and special committee to develop plans for transition and ensure that processes are developed and implemented to ensure continuity of leadership.	PPOW	
AFS office and working environment post-covid transition	Work with staff, AFS leadership and potential partners to redefine AFS office space needs and physical space. Develop new staff work environment to reflect remote workforce yet retain a sense of community and workplace culture.		