ADVISORY BOARD STRATEGIC PLAN

[Advisory Board Name] Advisory Board Strategic Plan

[Year(s)]

Advisory Board Purpose:

The Advisory Board is an integral part of the learning experience for all academy students, bridging the world of the classroom with the world of college and careers. Board objectives include:

1. Collaborate with the academy to prepare students for success in college and careers
2. Leverage connections to raise awareness of the academy and build community support
3. Review academy data, participate in the NAF Academy Assessment, and provide input on the academy action plan
4. Collaborate with academy leaders to enhance curriculum and provide professional development, and educator work-based learning
5. Provide students with a sequence of work-based learning experiences, including paid internships, based on the academy work-based learning plan/calendar
6. Serve as advocates for the academy
7. Provide strategic leadership and solicit financial support from the community to ensure academy sustainability
8. Recruit additional leaders who are in the industry and post-secondary education

Instructions:

1. **Analyze** academy quality and internship data. Use the Advisory Board Impact Dashboard and previous work-based learning data comparing goals to outcomes and impact that occurred. ***(BEFORE the meeting)***
2. **Identify board priorities**. Distribute data analysis and electronic SWOT analysis survey for members to complete before the strategic planning meeting. Compile member feedback on board strengths, weaknesses, opportunities, and threats for Chair to review during meeting. ***(BEFORE the meeting)***
3. **Follow agenda**. A sample agenda is provided, ensure adequate time is provided for action planning
4. **Develop SMART goals**. In the paper or online template, the board should develop Specific, Measurable, Achievable, Results-Oriented, and Time-Bound goal statements for each committee.
5. **Develop Action steps**. Committees should break into groups to develop action steps which clearly identify an action, the member responsible, and date for completion.
6. **Develop Results information**. Identify evidence of success and metrics, how to communicate results, and recommendations for improvement.

ADVISORY BOARD
Strategic Leadership, Planning, & Self-Assessment

NAF | *BE FUTURE READY*

Academy of [Theme]

Advisory Board Strategic Plan

Goal 1: [Description of goal]

Committee: [Committee name]

COMMITTEE ACTION STEPS	COMMITTEE ROLES & RESPONSIBILITIES	TIMELINE
	[Define roles and responsibilities related to action steps for everyone involved, including: Committee members Academy team members School administration External support]	

Results:

- [Evidence of success]
- [Communication efforts and results]
- [Evidence of evaluation results]
- [Recommendations for improvement]

ADVISORY BOARD
Strategic Leadership, Planning, & Self-Assessment

NAF | BE FUTURE READY

Academy of [Theme]

Advisory Board Strategic Plan

Goal 2: [Description of goal]

Committee: [Committee name]

COMMITTEE ACTION STEPS	COMMITTEE ROLES & RESPONSIBILITIES	TIMELINE
	[Define roles and responsibilities related to action steps for everyone involved, including: Committee members Academy team members School administration External support]	

Results:

- [Evidence of success]
- [Communication efforts and results]
- [Evidence of evaluation results]
- [Recommendations for improvement]

ADVISORY BOARD
Strategic Leadership, Planning, & Self-Assessment

Academy of [Theme]
Advisory Board Strategic Plan

Goal 3: [Description of goal]

Committee: [Committee name]

COMMITTEE ACTION STEPS	COMMITTEE ROLES & RESPONSIBILITIES	TIMELINE
	[Define roles and responsibilities related to action steps for everyone involved, including: Committee members Academy team members School administration External support]	

Results:

- [Evidence of success]
- [Communication efforts and results]
- [Evidence of evaluation results]
- [Recommendations for improvement]