

St. Albert Pickleball Club Board Policies

Operational

Change Management

Policy:

The Board of the SAPC will manage changes in policy or club operations that materially affect members or volunteers in a considerate, transparent and controlled manner.

Purpose:

This policy aims to minimize stress and uncertainty for members and volunteers as change takes place while helping to clarify the need for change.

Clarification:

Managing change effectively to minimize impacts and achieve the best possible outcomes may include many or all of the following strategies:

1. The issue (or opportunity) that triggers the need for change and its impact on the club is explained and communicated to all involved.
2. Relevant information is gathered and shared.
3. Possible solutions are explored, compared and communicated.
4. Persons specifically affected by the change are notified and their input sought.
5. Any negative impact on members and/or volunteers will be minimized to the extent possible.
6. The agreed-to change is communicated with reasons given.
7. Feedback is welcomed and made possible throughout the period of deliberation prior to making the decision for change.
8. The overriding aim is to do what is in the best interests of the SAPC membership.

Approval date: January 14, 2019

Date for review: January 2023