STC Community Success Plan

This document defines the activities that a community should do to be successful. Your community can use this document to help with annual planning.

| Area | Activities |
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| Annual Plan | * Create an annual community plan and submit it to the STC office and Community Affairs Committee (CAC)
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| Budget | * Using your annual community plan, create and submit a community budget to the STC budget review committee
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| Financial Report | * Submit a community financial report to the STC office and treasurer
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| File Taxes | * File 990N tax return online (US chapters only)
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| Membership | * Increase overall membership by participating in membership-drive contests
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| Elections | * Hold annual elections
* Hold a leadership transition meeting
* Provide the STC office and CAC new leader contact information
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| Leadership | * Send representatives to the Leadership Program at the STC Summit
* Community leaders attend the CAC’s leadership webinars
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| Recognition | * Research and encourage eligible members to apply for Associate Fellow and Fellow
* Hold an annual event to recognize all community volunteers
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| Programs | * Chapters: Hold face-to-face meetings and invite virtual attendees
* SIGs: Hold virtual meetings and encourage SIG members in the same area to gather in person for the meetings
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| Outreach | * Reach out to technical communication programs at local colleges and universities to promote technical communication and STC
* Reach out to members and non-members through a blog, LinkedIn Page, Facebook page, Twitter , email list, online forum, or newsletter (More than one medium recommended)
* Reach out to other communities; share your newsletters and invite their members to your programs
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