

## PART 3 – Padding Together



### Resources to Help Your Community Plan for Staff Turnover

1. **What roles are critical to keep your community operating?** Document key roles and competencies for positions – you may be able to find this information in job postings or through discussions with staff or Human Resources (HR) professionals.
2. **Understand how to develop your career.** Look at the possible career progression pathways in the community. Communicate this information to staff.
3. Identify staff with high potential to advance in roles within the community
4. **Have a back up who can step into the role if needed.** Establish a replacement plan and train staff to backfill positions so that more than one person knows how to complete a role – document processes so that they may be duplicated and the steps are clear for all staff. Know where to find things.
5. **Invest in future leaders.** Consider establishing a mentoring program to train youth in the community