



Keeping the Mission Strong

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Keeping the Mission Strong

- What does that mean to you?
 - Strong leadership
 - Succession planning
 - Engaged volunteers
- Why this planning is critical – the whole reason we are all gathered here at Summit – to honor our Veterans and to keep Honor Flight strong for years to come!

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Strong Leadership

- Recognizing when it might be time for a leader to step away/down
- If there is any lack of future leadership within the hub, what are some specific ways to actively identify and recruit new folks in the community who may eventually be leaders?
 - Offering shadowing opportunity to those interested
 - Targeted recruiting for specific skill sets
 - Provide training for potential replacements
- Rising/future leaders – How do you identify? Do you have requirements for a Board position?
- Working Board vs Board of Directors
 - Direct area of responsibility vs At-large roles

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Strong Leadership

- Networking is the key!
- State Summits
 - Coordinate flight dates
 - Veteran recruitment
 - Shared fundraising opportunities
 - TLC
 - General Support

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Succession Planning

- Succession = Success
- Ensuring the strong leadership continues by having a succession plan – whether that is more or less formal in nature – with the ultimate goal of keeping the hub’s mission alive and well.
- Without that, you run the risk of having to shut down if there are no individuals to run the hub.

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Long-term Planning vs Urgent Need

- Bylaws
- Job Descriptions – Board & key volunteer roles
- SOPs for key activities
- Contact info for key contacts
- Access to bank accounts
- Planning checklists for all aspects of operations
- Org chart – key individuals and tasks under each area of responsibility
- Sign-on info for key applications – SharePoint, Honor Apps, HFN Portal

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Engaged Volunteers

- Volunteer code of conduct
- Volunteer meetings? Volunteer celebrations? How do you show appreciation to your volunteers?
- Identify ways to keep volunteers consistently engaged and feeling fulfilled in their role while also ensuring tasks are completed, BUT not maxing out any one individual and preventing volunteer burnout.
- Keeping the mission strong also means keeping each hub member strong!

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Keeping the Mission Strong with DC Resources

- Are you aware of the DC volunteers available to Hubs?
- Don't forget the population of volunteers living in DC that can keep your mission strong
- Benefit of using DC support – allows you to bring more Veterans!
- DC-based guardians
 - it's not a sight-seeing trip for them
 - They are very experienced
 - Find a local connection with someone from your home state

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Keeping the Mission Strong with DC Resources

- DC-based Flight Operations
 - Several hubs have their own “Flight Operations” volunteers in DC
- Assistance provided
 - Pre-flight – can help source local resources in DC, provide weather and traffic updates
 - Trip day – can be tasked with bringing supplies so you don’t have to (ponchos, wreath, coolers/water, bug spray, banner/flags, cooling cloths, umbrellas)
 - Trip day – put them in charge of wheelchairs, drinks, passing out boarding passes, etc.

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Keeping the Mission Strong with DC Resources

- How do you find DC guardians and flight operations?
 - This list is a courtesy list – Honor Flight Network makes no representations

[Memorial Construction Updates \(02/26\)](#)

[US Navy Memorial Report – Report 11](#)

[Trip Administration](#) ▶

[Pentagon Memorial – Report 12](#)

[Trip Reports](#) ▶

[FDR Memorial – Report 13](#)

[Arlington Request Website](#)

[DC Guardian Search – Report 14](#)

[Park Permit Request Website](#)

[Explore America Report](#)

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Kepping the Mission Strong with DC Resources

DC Guardian Search

Looking for DC based guardians to support your trip? You can search for known guardians via the form below. You can search by last name, meet up location and/or the guardians birth state.

Last Name	Birth State
<input type="text"/>	<input type="text"/>
	State Initials

You can leave all blank to get all results or pick from 1 to 3 locations. Selecting the Airport designator will display both Airport and Area Hotel options for that ID. Example, if you choose "BWI" it will display guardians willing to meet at either the Airport or Area Hotels for BWI.

Meet Up Option 1	Meet Up Option 2	Meet Up Option 3
<input type="text" value="Select a Location Option"/>	<input type="text" value="Select a 2nd Location Option"/>	<input type="text" value="Select a 3rd Location Option"/>

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Keeping the Mission Strong with DC Resources

- Things to consider when using DC volunteers individuals
 - Hubs determine eligibility; selection of volunteers
 - Hub requirements of these individuals
 - Paperwork requirements / application
 - Code of Conduct
 - Guardian training requirements
 - Emergency contact / medical form
 - DC-based volunteers need to follow your hub policies along with rules and guidance from Honor Flight Network
 - These individuals may not be familiar with HFN arrangements with Memorials, USPP, etc.

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Keeping the Mission Strong with DC Resources- Other Volunteers

- Tour Guides and Photographers
 - Tour Guides and Photographers can be found in the DC Resource Library
 - The scope of their volunteer duties is limited (Tour Guides provide commentary while on the bus; Photographers capture moments on film)
 - But if they step into duties considered “flight operations,” they need to follow all hub and Network guidance and requirements
- Other DC resources to consider – people/money/connections
 - State associations/societies <https://statesocieties.org/about>
 - College / university alumni groups in DC
 - Corporate offices

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Keeping the Mission Strong with DC Resources

- Positive side effect of getting DC support involved – they eventually move...If they've drunk the Kool-Aid, they may look to start a hub in their new city/state if there isn't one already there!
 - Ruth Smith (started as a DCA greeter)
 - Diane Klopp (started as a IAD greeter and DC-based guardian)
 - Eric Haskins – (started as a DC tour guide and guardian)
 - Steve Abdalla – (started as a DC-based guardian)
 - Haley Foster – (started as a DC-based guardian)
 - Theresa Werner – (started as an airport swing dancer)

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DC Welcome

<https://dcwelcome.honorflight.org/>

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