Building a Sustainable Chapter Leadership Pipeline

Date | Time

PMI Culture Value: Aim Higher

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Learning Objectives

At the conclusion of this session, attendees will be able to:

- Identify future chapter leaders before vacancies occur
- Recognize barriers that prevent volunteers from stepping into leadership roles
- Design clearer, more manageable board roles
- Apply knowledge-transfer practices that support smooth leadership transitions

The Chapter Leadership Pipeline

- Who are our future leaders?
- How do we get them to say yes?
- How do we set them up for success?

Today's Discussion

- **Engaging Emerging Professionals** – Who are our future leaders?
- **Role Clarity** – How do we get them to say yes?
- **Knowledge Transfer** – How do we set them up for success?

Engaging Emerging Professionals: Building the Next Generation of Chapter Leaders

Table Discussion Questions (5-7 min)

- How are emerging professionals currently engaging with your chapter?
- What barriers prevent them from taking on leadership responsibilities?
- What volunteer experiences create the strongest pathway to board leadership?
- How do we identify leadership potential early?
- How can we spot leadership potential in career-pivoters and volunteers with non-traditional backgrounds?

Let’s Talk About It…

Think about your chapter's strongest current board member. How did they first get involved?

If your chapter needed a new President in three years, where would that person come from today?



The Leadership Pipeline



Role Clarity:
Designing Chapter Roles People Actually Want to Fill

Table Discussion Questions (5-7 min)

- Which positions are hardest to recruit for and why?
- Are your role descriptions realistic and current?
- Which responsibilities have become too large for one volunteer?
- What would make board service more attractive?
- How could you create bespoke volunteer roles that utilize individual's strengths?

Let’s Talk About It…

If a potential volunteer looked at your board structure today, which role would be easiest to convince them to take?

How can your Chapter Board maintain consistency and momentum while personalizing roles to volunteers' interests and skills?



Rewrite the Job Posting

VP of Communication

Supports chapter communications and helps keep members informed about chapter activities and initiatives.

Duties

- Ensure members are informed.
- Support chapter operations.
- Coordinate with volunteers.
- Perform other duties as needed.

Director of Education

Leads the chapter's professional development, certification, and educational programs.

Duties

- Develop and manage the annual education strategy and program portfolio.
- Oversee certification support, training opportunities, and learning events.
- Build relationships with speakers, universities, and external partners.

Knowledge Transfer:
Passing the Torch Without Dropping the Flame

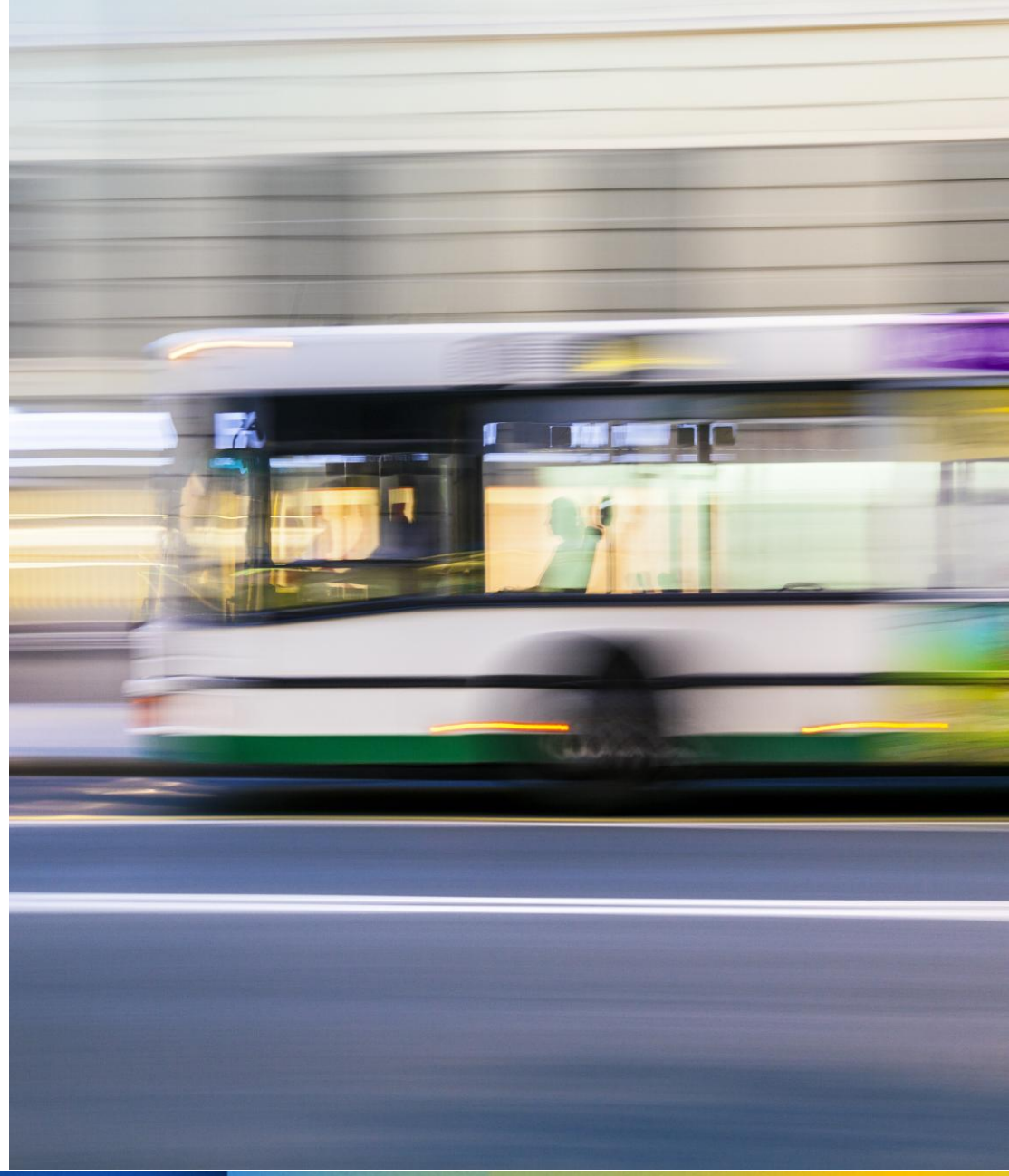
Table Discussion Questions (5-7 min)

- What information is most commonly lost during transitions?
- What transition practices work best in your chapter?
- What documentation should every board role maintain?
- What tools are you using to support knowledge transfer?
- How can outgoing and incoming leaders work together effectively?

Let’s Talk About It…

Imagine your VP of Membership got on a bus and left tomorrow. What information would you wish you had access to?

Think about the smoothest leadership transition your chapter has experienced. What made it successful?



Walking In Their Shoes

Every volunteer inherits more than a role. They inherit an experience.

Consider the moments, people, and knowledge that made the biggest difference when you joined the board.

Be the onboarding experience you wish you had.



Questions to Consider

In your own transition…

- What was most helpful?
- Is there any one person who made a difference in your onboarding?
- Name one thing you wish you had.
- One word to describe your feelings during transition/onboarding.

Putting it all together

You've done the work. Now identify the actions you will take.

- One small step
- One structural change
- One long-term practice



Non-Traditional Leadership Pathways

Expand the talent boundary

- Transitioning veterans and military spouses: *Crisis management, adaptive problem solving, operational execution under high ambiguity*.
- Career pivoters and educators: *multi-stakeholder communications, instructional delivery, curriculum, and program alignment*
- Executive assistance and service industry: *Workflow coordination, governance tracking, process triage under pressure*

AI-Augmented Board: Upskilling volunteers to drive modern value

Thinking toward the future and building new enterprise processes/portfolios/programs/projects

Offer the opportunity to gain experience with AI in PM by upskilling your volunteers and streamlining your processes

Examples:

- Operations: automations, calendaring, follow-up for members
- Marketing: organize and create campaigns around events
- President/Executive, email triage, M.O.R.E

AI-Enabled Job Description Parsing for Chapters

The future isn't about replacing people. It's about focusing people where they add the most value.

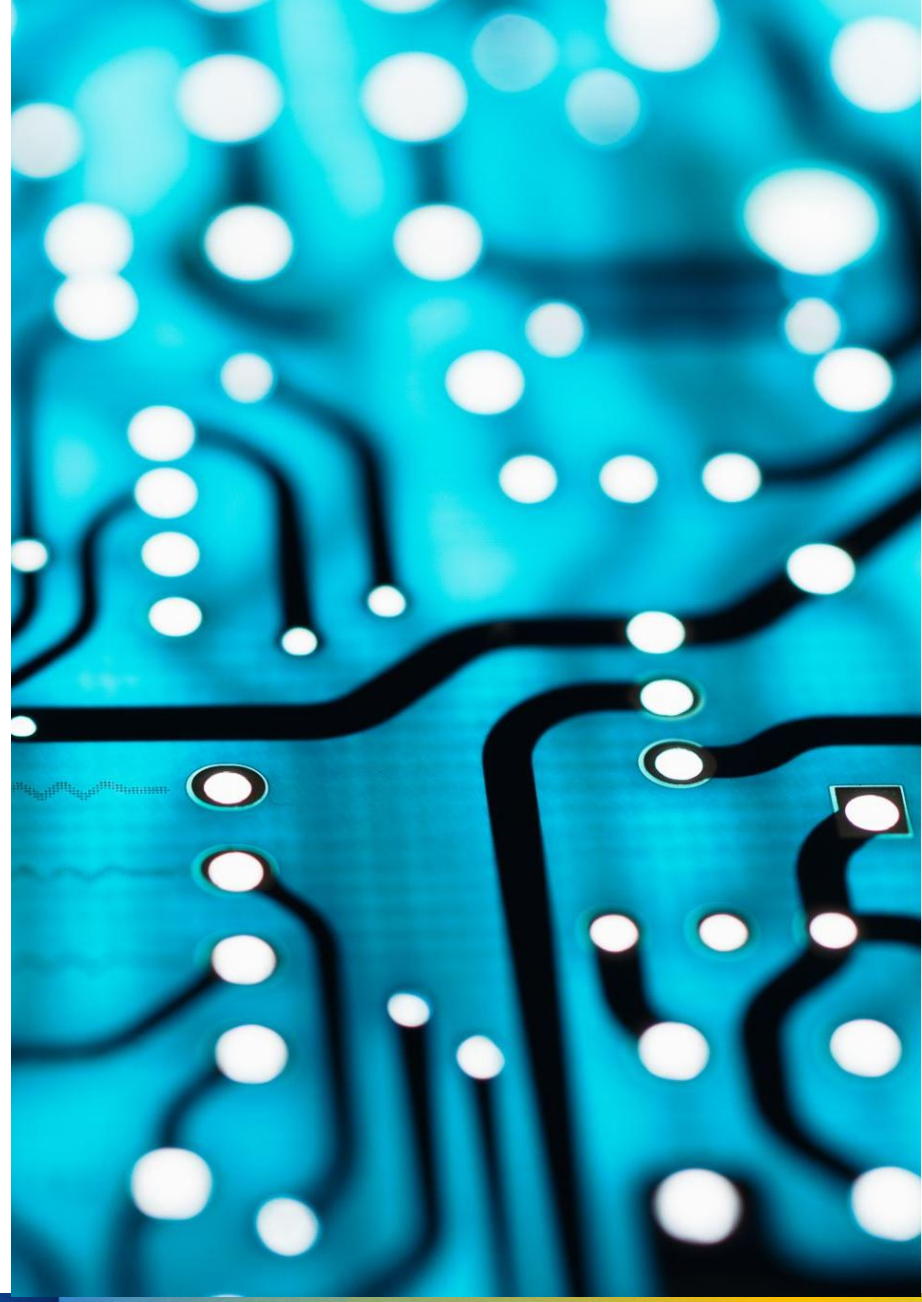
- Let AI handle routine work
- Keep humans involved in critical decisions
- Invest more time in relationships, leadership, and human connection

A Unique Time in History to Be In Leadership

Try It Yourself

Copy the prompt and role description into your tool of choice and let AI do the redesign Executive Toolkit Region 5&4 LIM 2026

- Reduce administrative burden
- Create flexible micro-volunteer roles
- Build a role modern professionals want to fill

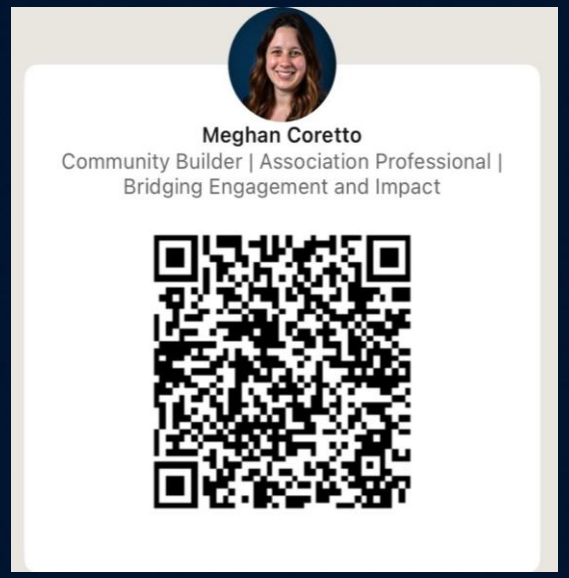


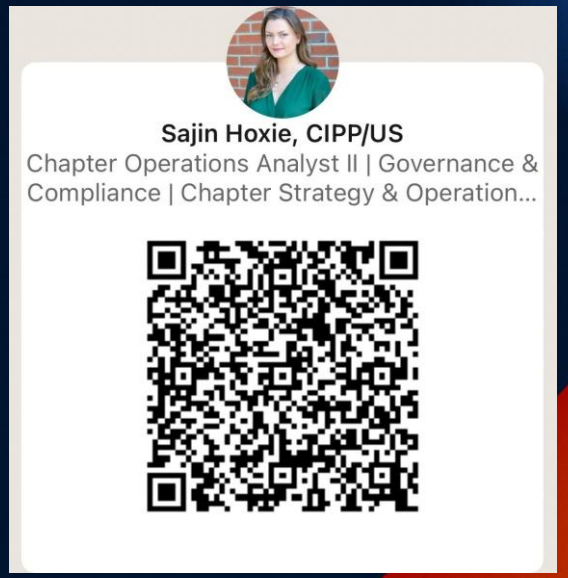
Key Takeaways

- Succession planning starts before a role becomes vacant
- Clear, manageable board roles make leadership more sustainable
- Effective knowledge transfer preserves continuity and momentum
- Think creatively – there are potential project managers in all industries.
- Use the tools available to you
- You’re not alone! Everyone is stronger when Chapters use both PMI support and peer-to-peer learning to share ideas, tools, and proven practices

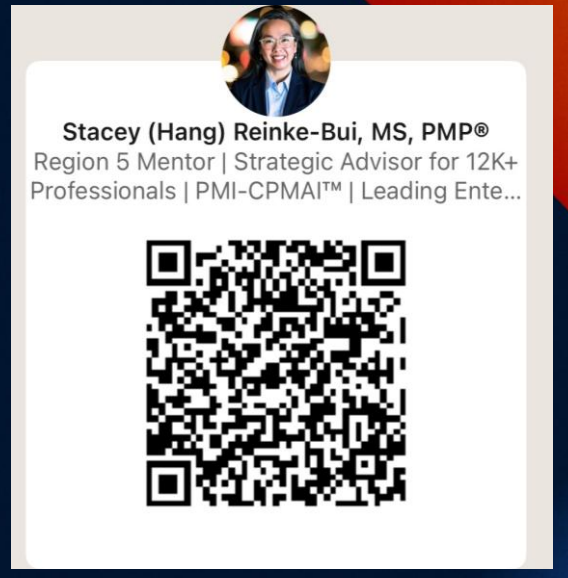
Thank you!

Let’s continue the conversation!





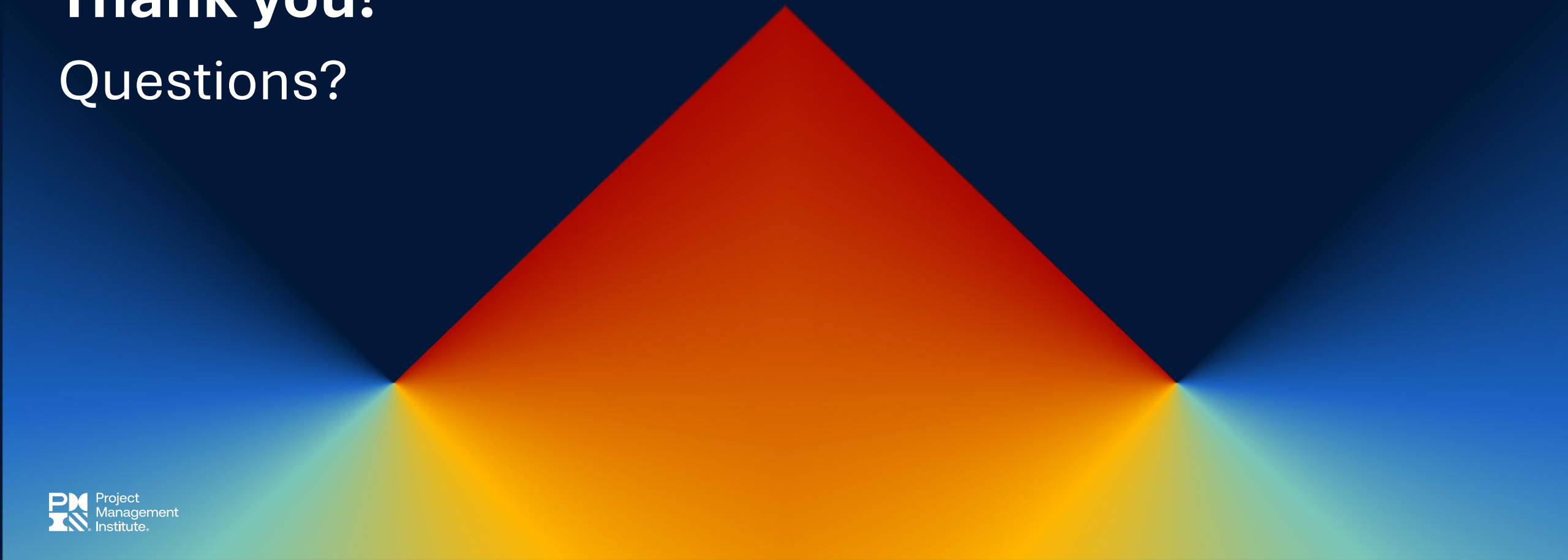




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Thank you!

Questions?



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