

SEDS India

Board Nomination Form

Vice Chair

Contents

My Qualities and Experience	2
Prior Experience:	2
Qualities.....	2
SWOT analysis of SEDS India.....	2
Strengths.....	2
Weakness.....	2
Opportunities.....	3
Threats.....	3
Eliminating the threats and weaknesses.....	3
What SEDS India needs to focus on.....	4
Annual plan for SEDS India	5
My contribution to the Long term strategic plan.....	7
Qualities I would like in the staff.....	7
Case Study	7

My Qualities and Experience

Prior Experience:

- Worked as a volunteer for SEDSIC 15
- Worked as a coordinator for SINC 16 and Antariksh 16
- Event coordinator for “Star party” during Gravitas
- Part of the committee responsible for formulating the SEDS India long term strategic plan
- Held the office of manager of events and workshops at SEDS VIT
- Held the office of manager of chapter affairs at SEDS India
- Part of the committee tasked with the reformation the SEDS India by laws and articles of association
- Leader of the team that represented SEDS-VIT at the SpaceX Hyperloop Design contest
- Member of the team that represented SEDS-VIT and came second in the CanSat Competition

Qualities

- Diligent
- Dedicated
- Far-sighted
- Knowledgeable
- Organized
- Innovative

I am most suited to the post of Vice Chair for I have over 2 years of experience in working with SEDS India and have a detailed and in depth understanding of the workings of SEDS India, its goals ambitions and visions. My experience as being the manager of events and workshops at SEDS VIT and the manager of chapter affairs at SEDS India has given me with the knowledge of the working of the various chapters in SEDS India. I have in the past worked with the utmost dedication in SEDS VIT and will continue to do so in SEDS India

SWOT analysis of SEDS India

Strengths

- Has a national presence
- Has a well-structured board and staff
- Has a defined set of long term goals
- Is a registered NPO

Weakness

- No active participation by board and staff
- No organized way of working
- No active participation by member chapters
- Lack of funds and proper fund generating methods

Opportunities

- Partnerships and collaborations with other companies and organizations
- Get internships from various space related companies

Threats

- Chapters becoming inactive
- Board becoming inactive during its term leading to the decline of SEDS India
- Losing members as there is no incentive

Eliminating the threats and weaknesses

- The board needs to be briefed on their job and needs to be assigned tasks with definite deadlines and must be followed upon
- The board needs to develop a Modus Operandi for most of the tasks that need to be done
 - This will ensure that everyone in the board will know what to do and how to do
 - Also this will ensure that the future boards have a guideline of how to go about their responsibilities
- The board and staff needs to have equal representation by members of all the different chapters
- The Council of chapters needs to be active and keep the board and other chapters updated about their chapter activities
 - This will help new and developing chapters learn from the experiences of the other chapters
 - Chapters will be able to receive ideas and feedback from other chapters
- All member chapters need to be encouraged and given incentives to conduct events, workshops, conferences and projects
 - To make sure that all chapters conduct events SEDS India needs to have enough funds to be able to bankroll new projects and conferences
- SEDS India needs to develop new methods to generate funds apart from sponsorships and donations so that SEDS India always has a steady income and is financially capable of supporting various chapters' initiatives
- SEDS India needs to revamp and provide new and unique membership benefits such as the following to maintain its member body
 - Access to a large repository of knowledge related to various fields in space
 - Exclusive internship opportunities in various space companies SEDS India has collaborated with
 - Subscription to the SEDS India magazine and the different chapter magazines and news letters
 - Discounts in SEDS India events and conferences

What SEDS India needs to focus on

The first and foremost priority of SEDS India during this term will be Expansion and publicity

- Despite SEDS India being one of the few nationwide space related NPO, it currently has member chapter in only a handful of colleges and geographically limited to South India
- It is important that the organization has a presence in all regions of the country
- This will ensure that all SEDS India will have greater reach in the country
- To implement this SEDS needs to target astronomy clubs in various colleges and get them affiliated to SEDS India by providing various member benefits such that both parties benefit from this amalgamation
- Once SEDS India has a presence all over the country its events will be able to attract a multitude of audience and gain greater publicity with

The second most important priority for SEDS India will be gain and manage funds

- Currently the only source of income of SEDS India is from the membership fees paid by all new members
- This means that SEDS India relies entirely on its member chapters for gaining funds
- To overcome this SEDS India needs to have explore various donor based funding options
 - SEDS India can approach various industries and companies which share the goals and visions of SEDS India
 - SEDS can also approach its alumni members who will be able to donate to our cause
 - SEDS can also approach individuals who share an enthusiasm for the development of space sciences
- Another Effective method for obtaining funds will be to apply for various government grants that SEDS India is eligible to get for being a registered NPO.
- SEDS can also approach various companies to provide sponsorship which will help their CSR
- All the above methods of funding are generally one time and discontinuous, so SEDS needs to start an Endowment fund which will be able to provide the organization with a stable and fixed income
- The above stated methods can be used to raise a large enough capital and the said capital can be invested in various funds which provide a return rate of 3% per month
- This will ensure that SEDS has a constant income for all its regular need and also the invested capital can be liquidated when seen fit to fund conferences and projects

Annual plan for SEDS India

July

- Assign tasks and deadlines to all board members
- Select Staff

August

- Revamp member benefits
- Approach various space clubs for affiliation to SEDS India
- Indian Space Conclave
- improve chapter communications

September

- Update the existing alumni database and approach them for donations
- Identify and apply for eligible government grants
- Identify possible companies that will sponsor SEDS India

October

- Approach individuals for donations
- Continue expansion of SEDS chapters
- Setup the endowment fund

November

- Hold the SEDS India leadership summit
- Organize a national level projects competition

December

- Approach companies for project collaboration
- Approach companies to give internship privileges

January

- Establish projects and outreach teams in all new and existing chapters
- Call for proposals for SINC

February

- Collaborate with other SEDS to have a webinar

March

- Hold SINC along with the SEDS India general body meeting

April

- Conduct CORONA

May

- Discuss with the board to formulate the MO of SEDS India
- Revamp the job descriptions of board and staff members

June

- Call for nominations for the next board

My contribution to the Long term strategic plan

As mentioned earlier the one of the major priorities of my term will be to set up the endowment fund for SEDS India

- This will ensure that SEDS India will have a constant supply of funds for its day to day operations
- This will also help establish a large capital fund which can be used to invest in future endeavors as seen fit by the trustees and the chair
- All the funds received from the memberships can be invested back in the chapter to enhance the working of the chapter and hence increase the overall efficiency of SEDS India
- The endowment fund will also help SEDS India bankroll new and innovative projects

Qualities I would like in the staff

The staff needs to be

- Active participants in all SEDS activities
- Dedicated
- Must be able to work well in a team
- Diligent
- Organized
- Work within deadlines

The Executive Director will be responsible for the functioning of the staff. The staff along with the board can use work managing apps like Trello or Slack to stay updated about their work. This will ensure that all the work is properly channeled and is carried out efficiently by the team. The staff and the board will meet on a regular basis to discuss their progress and challenges faced in achieving their goals.

Case Study

At all major conferences and competitions and conferences where SEDS India plays an active role the Council of chapters needs to nominate members from their respective chapters to represent them at the conference or competition. Moreover conferences and competitions organized by SEDS India must include the SEDS India general body assembly in their agenda. This will encourage all SEDS chapters to attend the conference and also actively participate in the annual general body assembly. The Council of chapters needs to regularly have video/tele conferences to discuss and suggest amendments to the various SEDS India policies. SEDS India need to organize various inter chapter competitions and events that will encourage team bonding.