



RETENTION AND RELOCATION

Creating a sustainable future for the Progressive Orders administered from Mark Masons' Hall will very much depend upon our attitude to recruitment and retention initiatives and the opportunities they create for us.

Resignation and relocation are two of the major factors which result in a loss of members. In this paper, we set out some basic guidelines to help you turn resignations into something more positive and show you how to deal with relocation in a more effective and efficient way.

RESIGNATION

Resignations are often considered to signify the point of no return for a Brother Knight, yet they present us with a valuable opportunity to get to the root cause and offer a solution which might change that Brother Knight's mind.

There are many reasons why a Brother Knight might decide to leave us, but the true reason can usually only be found by talking to the individual concerned. A recent trial has shown that a call from the local Head of Order can often be enough to tip the balance in favour of the resignation being withdrawn but only if you act quickly.

The process to be followed is fully documented in Appendices 1,2 & 3 and begins with the Preceptory Registrar who must complete the Leaving Form straightaway before sending it to the Provincial Vice-Chancellor. He will then discuss it with the Provincial Prior who will get in touch with the Brother Knight to find out why he is thinking of resigning and hopefully agreeing a solution which will enable him to change his mind.

It is important to remember when dealing with an expression of an intention to resign that the Provincial Prior can only intervene **before** the resignation is reported in open Preceptory. Otherwise, if the Brother Knight changes his mind or can be encouraged to reconsider after the resignation has been reported, he would need to apply as to re-join.

For resignations arising from a Brother Knight's need to relocate for family, work or other reasons, see section entitled 'Relocation' below.

RELOCATION

We recognise that there are occasions when a Brother Knight may relocate e.g. change of job, retirement, etc. prompting him to consider submitting his resignation from one or more of our Units, simply because he isn't aware that we can help him transfer his membership(s) to Preceptory(s) in the area to which he is moving.

To assist you in dealing with such situations, we have produced a structured Relocation Process which sets out how we can support the transfer of a Brother Knight's membership(s) whilst retaining his interest and commitment to our Orders. Refer to Appendices 4 & 5