



# SUCCESSION PLANNING

PREPARING THE NEW EXECUTIVE TEAM

# WHAT IS SUCCESSION PLANNING?

Succession Planning is a process for smooth transition in the executive team by identifying and developing leaders within your student group



# WHY DEVELOP SUCCESSION-PLANNING PRACTICES?

- A lot of new execs mention they are “thrown into the role”
- Provides a smooth transition between past and new execs
- Ensures all executives agree on a shared vision for the upcoming school year

# TIPS FOR EFFECTIVE SUCCESSION PLANNING

- The President of the Club should take responsibility for communicating the importance of planning for the future
- Discuss roles and responsibilities for each executive position after elections of the new team. It is important for the new execs to know their roles and be able to write them out themselves
- Roundtable discussions between the old and new exec team is a great way to learn about challenges and successes during the year
- The new executive team should have a meeting focusing on the vision for the upcoming school year. Make sure at the end of the meeting, it is a shared vision amongst all new executives and you are able to come up with strategies to measure achievement
- Nearing second semester, current executives should take a mentorship role to start identifying and developing new leaders within the student organization