



## Successful Leadership Transitions

By Lenore Erickson

Chris just got promoted to a new leadership role. The organization took a lot of time and effort selecting Chris. The succession plan was reviewed, key leadership met to discuss the viable candidates, and numerous internal and external candidates were interviewed. The organization felt that it selected the best candidate, Chris, for this important position.

There was much optimism that

Chris would be successful. Everybody told Chris to “let me know if I can help.” Chris knew that her new boss was very supportive. However, there was no formal process to ensure that Chris would have the best chance at success. So Chris put together her own plan for managing her transition to her new leadership role. What exactly did Chris do? She used the checklist below to get started.

Use this checklist to create your

own plan as you move into a new leadership role. Or use the checklist as a starting point to develop a system or process at your organization to ensure new leaders have the best chance of success.

The Walker Alliance can assist you with your personal leadership transition or help you develop leadership transition strategies for your organization. Please contact one of us or visit [www.WalkerAlliance.com](http://www.WalkerAlliance.com) for more information.

### Leadership Transition Checklist

- Enjoy the moment. Reflect on why you are in the role. Why did they select you? Was it your technical skills, management skills, negotiation skills, relevant experience, etc.
- What is the business environment? Will you need to move quickly as in a turnaround situation? Or it is a stable environment?
- Get to know people one on one. Develop interview questionnaires to learn what they want and need. Understand their styles.
- Get to know your boss. What are his or her expectations? How does he or she like to communicate?
- Get to know your peers and other key people outside your group. They can make or break your career.
- Understand your staff. What have they accomplished? What do they want and need from you?
- Watch and Listen
- Learn more about your organization – go beyond your function or division. What does the trade say about your organization?
- Understand your business’s competitors.
- Complete a self-assessment. Analyze your skills and abilities. What are you really good at? What skills will you need in your staff? Best leaders surround themselves with strong staff – people who fill in their gaps.
- Develop a plan. What do you want to accomplish during your first 90 days on the job?

**How do you ensure your success? By planning and working towards it.**

*“Far and away the best prize that life offers is the chance to work hard at work worth doing.”*

*Theodore Roosevelt*

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