

Leadership Transition Meeting



<p>The Set-Up</p> <p>This transition meeting is a casual opportunity for incoming officers to ask questions about their upcoming role and outgoing officers to reflect and offer wisdom after a semester/year in positional leadership. Shortly after elections, outgoing officers should contact their successor. Plan to meet for about an hour in a casual setting; over coffee, a meal, at the library. It's possible that discussing the questions takes less time than that, in which case consider it a chance to get to know a fellow Brother better.</p>	<p>Wisdom to share</p> <p>The meeting starts with the outgoing officer sharing advice and lessons learned from their term in office. Some questions to consider answering are:</p> <ul style="list-style-type: none">• What's the greatest success from your term?• What were some unexpected challenges you faced? How did you manage them?• What would you have done differently, if given the opportunity to do it again?• What things do you know now that you wish you would have known when you were starting out?
<p>Questions to ask</p> <p>After outgoing officers share, incoming officers can ask additional questions to learn about the operations of the role. Some topics to discuss include:</p> <ul style="list-style-type: none">• Administrative duties of the role (paperwork)• How to support other officers• Times of heavy work• What other duties as assigned looks like in real life	<p>The follow-up</p> <p>There is no formal follow-up to this meeting, although outgoing officers may want to offer their assistance and support in the future. It can be helpful for them to check-in, especially at times of high stress or heavy work within the Alpha and/or academic calendar. Incoming officers may want to bring notes from this meeting with them to the O. Neill & Parkie Emmons Alpha Management Retreat to refer to and lessen the learning curve for the new leadership team.</p>