Yearly Leadership Transition Cycle

1. Discuss the transition planning with new team
   - Fall: Nov-Dec
   - Spring: Apr-May

2. Establish transition planning committee
   - Fall: Dec-Jan
   - Spring: May-June

3. Maintain and update org documents regularly
   - All months between transition periods

4. Communicate frequently with current & prior leaders
   - All months between transition periods

5. Start active recruitment and transition process
   - Fall: July-Sept
   - Spring: Nov-Jan

6. Begin onboarding process for new leaders
   - Fall: Oct-Nov
   - Spring: Feb-Mar