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