

# SUCCESSFUL SUCCESSION CHECKLIST

## STEP 1 A COMPLEX CHALLENGE

- Face the challenge

## STEP 2 DEVELOP A COMPREHENSIVE PLAN

- Use template to create plan

## STEP 3 SITUATION ASSESSMENT

- List essential skills and values
- Compile list of candidates

#### STEP 4 KEY STAKEHOLDER ENGAGEMENT

- Engage with key leaders
- Engage with board
- Engage with staff

#### STEP 5 SEARCH AND SELECTION

- Continue to assess your candidates

#### STEP 6 TRANSITION SEASON - OUTGOING PASTOR

- Decide outgoing pastor's role
- Help outgoing pastor with plans

#### STEP 7 TRANSITION SEASON - INCOMING PASTOR

- Develop written learning plan

#### STEP 8 TRANSITION SEASON - STAKEHOLDERS

- Incorporate stakeholders in your succession plan

STEP 9 LESSONS WE LEARNT

- Journal your reflections