



7 Questions to Help You Prepare for a Successful Transition



If you are within a year of launching into your next chapter, now is the time to create your transition plan. Despite the excitement you may feel about a career change, 'retiring', or stepping away from the day to day, many leaders discover that it's not as easy or comfortable as they thought it would be.

Our leadership roles often give us purpose, relevance, and meaning, not to mention a bit of power, status, and somewhere to go and something to do every day.

The following questions are designed to help you prepare for your transition.

Leaders who take time to reflect on these questions often make better decisions and have better outcomes through their exit.

- What do you want to do or experience before you leave (for your own sense of accomplishment, for closure, for satisfaction, for care/love, for legacy)?
- Who do you want to influence? In what way? (think broadly here, not just direct reports – think boss, mentors, mentees, old friends, new employees, etc.)
- How do you want to give back and/or thank the people who matter/mattered most? What would be the most rewarding way for you?
- What do you want your 'ending' to look like? Examples: Fade away, big party, 1-1 experiences, you give gifts, personal notes – give or receive, etc.
- What new memories do you want to make or old memories you want to capture before exiting?
- What experiences and impact will you miss MOST about working there and how else can you get those same needs met when you are no longer employed there?
- What 2-3 things will you do in the first few weeks, 3 months after your exit?

Having a plan to look forward to, and some structure right out of the gate can ease the transition.

If you don't have answers to them all, no worries. First, they may not all be important to you. The idea is that you are intentional. You build a plan around the ones that matter most and execute them on your timeline. That's how to exit well!

**If you want to discuss your particular situation, please reach out:
Abby@leadershiplegacygroup.com or 336.458.9939**

I look forward to hearing from you!