

Outgoing Officer:

Incoming Officer:

Position:

Maintaining Continuity: Transition Questions

Directions: Many of these questions are geared toward former, or outgoing officers. They should be considered carefully and communicated to the newly elected officer. This information will be helpful to your successor! New officers can use these questions to brainstorm ideas or goals for the upcoming term of office.

1. What do you perceive to be your organization's objectives or goals?
2. What do you consider to be the responsibility of your office?
3. What do you wish you had done, but did not?
4. What did you try that did not work? Why did it not work?
5. What problems or areas will require attention within the next year?
6. Who was the most helpful in getting things done? (Who were good resources?)
7. What should be done immediately in the fall?

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8. What I liked most about my position...

9. What I liked least about my position...

10. The most difficult decision I made was...

11. What I could have done to make the experience better was...

12. Obstacles to performing my position effectively were...

13. Aids which assisted me in handling my position were...

14. Things I wish I'd known before I took over the position were...