

Are you engaging in succession planning?



Are you truly engaging in strategic and sustainable long-term planning, or just pursuing a quick fix? While approaches to succession planning vary, they tend to take a longer-term perspective than replacement hiring, which focuses on filling vacancies as they arise. Find out if your succession plan has matured beyond replacement hiring with our quick and simple checklist.

Planning

- Do you know who will replace each position on your senior management team?
- Do you know who will fill the vacancies left by those who move into leadership roles?
- Do you prepare candidates for their new position with job shadowing or in-role training before they are promoted?
- Do you have options of candidates to choose from when a role becomes available?
- Are your candidates aware of their status as high-potentials?

Integration

- Do you hire with leadership or promotion potential in mind?
- Is in-house training available for your employees to ensure candidates are developed over time?
- Does your organization offer a budget for external training opportunities?
- Are leaders encouraged to initiate conversations with staff about their career aspirations?
- Do you provide high-potentials and succession candidates with regular opportunities for growth, such as stretch assignments, added responsibilities, or promotions, to retain their interest and engagement?

Decision Making

- Are succession candidates evaluated for readiness based on the role requirements of the focal position?
- Were these role requirements determined with objective assessments?
- Are candidates chosen on factors outside of their similarity to the current role incumbent?
- Do you involve multiple stakeholders in the candidate selection process?
- Do you use validated assessment tools to ensure the right candidates are considered for the right role?

Success

- Is your company able to retain top talent?
- Do your employees show growth and skill development during their tenure with your organization?
- Are you able to find suitable candidates from within the organization?
- Does the person chosen for the role reflect the long-term goals and planning for the organization?
- When a role becomes available, is a candidate ready to take it on immediately?

Your Score

- 0–6 Heavy reliance on replacement hiring**
Implement succession planning to adopt a long-term focus
- 7–13 Demonstrates need for improvement**
Consider how your company can be more strategic in its succession planning
- 14–20 Mature plan with few adjustments required**
Focus on further developing plan for long-term success

Regardless of your score, SIGMA can help. Our *Succession Planning Launch Series* takes only two half-days of your time, and delivers a comprehensive full-year implementation plan for each member of your executive team. Find out more [here](#).