***10 Questions the Board Needs to Ask During***

***An Emergency Transition in Leadership***

1. Who on the Board will lead the emergency succession planning team?
2. Who on the Board will take responsibility for communication to staff and stakeholders?
3. How often will the Board meet during the weeks and months following an unplanned departure?
4. Who on the Board may appoint the acting or interim CEO / ED? What process must take place?
5. What will be the Board’s role in oversight and support to the acting or interim CEO / ED?
6. What short term financial oversight mechanisms will be put in place?
7. Who on the Board will lead the executive search process?
8. What is the Board’s policy if a Board member is interested in the acting, interim, or CEO/ED position?
9. Who on the Board will review the bylaws to ensure that the ESP is not in conflict with established procedures?
10. Who on the Board will review the organization’s strategic plan to ensure the ESP is consistent with its goals and objectives?