ASG
LEGAL SEARCH AND STAFFING

LEADERSHIP BRIEF

Succession Readiness Checklist

Is your business leadership bench ready for an unexpected departure? Check each statement that is true for your firm today.

1 Leadership coverage

- [ ] We've named who would step in tomorrow for each C-suite role.
- [ ] Each leader's key duties, vendors, and processes are documented.
- [ ] We know each leader's likely retirement or transition timeline.

2 Bench strength

- [ ] At least one deputy could serve as interim in each function.
- [ ] High-potential directors have written development plans.
- [ ] We've assessed internal successors' readiness in the past year.

3 Retention risk

- [ ] We know which of our leaders competitors are likely to target.
- [ ] Leadership pay has been benchmarked in the last 12–18 months.
- [ ] Partners have held recent "stay" conversations with key leaders.

4 Search readiness

- [ ] Current position descriptions exist for every C-suite role.
- [ ] Decision-makers and approvals for a leadership hire are agreed.
- [ ] We have a plan to run a search confidentially if needed.

Score your firm

Boxes checked: _____ of 12

10–12 CHECKED
Well positioned
Keep plans current as leaders change.

6–9 CHECKED
Gaps to close
Start with roles that have no successor.

0–5 CHECKED
Exposed
One departure could stall operations.

A 30-minute conversation with ASG can help you map successors, benchmark leadership pay, and plan a confidential search before you ever need one.

Ted French
ASG LEGAL SEARCH AND STAFFING
602.677.8800
Ted@asglegalstaffing.com