



Seamless Organizational Transitions



What is leadership?

recognizing others

open to feedback

consistent communication

humility

facilitating buy in

mindful communication

empathy

resourcefulness

knowing how to rely on others and delegate

going toward conflict

being available

approachable

good listener

transformational v transactional

positive reinforcement



Best Practices

What do you consider to be best practices when it comes to organizational leadership transitions? In other words, what will best help with seamless continuity? What information should new leaders have or be aware of?



Continuity

- Electronic notes/Shared Drive;
 - Including hot and cold reviews after events, meetings, etc.
 - Organized and labeled clearly.
- Maintaining and sharing a document of links to important processes and/or policies.
 - Internal group processes and institutional.
- Maintaining and sharing a list of group, campus, and alumni contacts.
- What does your onboarding process look like?
 - Meet with new leaders.
 - What would you do differently?
 - What went well?
 - What goals did you accomplish? Not?
 - Shadow for 1 term? More?
 - Transition retreat?



Gaps or Oversights?

What do you consider areas of concern when it comes to organizational leadership transitions? In other words, what are common oversights or what have been practices in the past that have negatively impacted yours or other student groups?



Dropping the Ball

- Not keeping record of or sharing passwords
- Not taking notes at meetings and maintaining those notes
- Not maintaining record of the constitution
- Not maintaining a calendar or record of important dates, deadlines, and internal and external processes like annual renewal
- Not connecting new leaders with the group's advisor(s)
- Leaving the group in bad standing with the institution
- Leaving the group in bad standing financially



Offices, Processes & Resources

Classroom Technology Services

Center for Professional Development

Collis Center for Student Involvement

Communications

Community Standards

Conferences & Events

COSO

Dartmouth Name and Trademarks

EMS

Freedom of Expression & Dissent

Listserv

New Student Programs

Safety and Security

SPEC

Student of Concern

Title IX

Transportation Services

Treasurer's Corner



Finances/Treasurer's Corner

- For information about accessing your funds and processing payments visit Finances: <https://students.Dartmouth.edu/collis/>
- To access Financial Forms: <https://students.dartmouth.edu/collis/finances/treasurers-corner/financial-forms>
- Have questions about Managing Your Accounts, Payments, Event-Related, Travel, or any other Administrative matters?
Contact: Collis.Center.Treasurers.Corner@Dartmouth.edu
- Business Hours: 9:00 AM – 4:00 PM



Diane Nadeau: Senior Accounting Specialist –
Student Organizations

Resources

COSO Advisors

Faculty Advisors

Office Hours for Dartmouth Groups

Books:

Motivating the Middle by TJ Sullivan

Leaders Eat Last by Simon Sinek

Dare to Lead by Brene Brown