

Outgoing Officer Transition Worksheet

a. What problems or stumbling blocks did you encounter as an officer?

b. How were these problems or stumbling blocks dealt with?

c. What aspect(s) of the term went really well?

d. What recommendations do you have for the incoming officer?

e. What unfinished business must be addressed?

f. What would you have done differently?

This is one of many handouts available to you. Feel free to meet with any Student Activities staff member for more details about this topic or any others related to leadership or your student organization. We also have open advising hours every Wednesday from 3 p.m to 6 p.m. The Office of Student Activities is located in the University Center, on the 2nd floor, or by telephone at (503) 370-6463. Visit our website at www.willamette.edu/dept/osa or email us at wustudentinvolvement@gmail.com.
