



<Insert Chapter Name> Chapter of HFMA
 Succession Planning Tool

Example

WHO'S NEXT?

Office		2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Past President		Kathy Sample				
President		Judy Sample				
President-Elect	Sponsor Chair					
Secretary						
Treasurer		Sally Sample (2nd yr 1st term)				
Director - 2nd year	Publications Chair					
Director - 2nd year	Membership Chair	Joe Sample (1st Term)		Joe Sample (2nd Term)		
Director - 2nd year	Liaison / Director					
Director - 2nd year	Education Chair					
Director - 2nd year	Education Co-Chair					
Director - 2nd year	Certification Chair					
Director - 2nd year	Certification Co-Chair					
Director - 1st year	Publications Chair	TBD				
Director - 1st year	Membership Chair				TBD	
Director - 1st year	Liaison / Director				TBD	
Director - 1st year	Education Chair					
Director - 1st year	Education Co-Chair					
Director - 1st year	Certification Chair		TBD			
Director - 1st year	Certification Co-Chair					

Up & Coming
*Per Bylaws – Director Term of Office is two (2) years, and no Director shall hold office for more than two (2) full consecutive terms.
 Treasurer shall hold office for a term of two (2) years, and may not hold office for more than two (2) full consecutive terms.*
 Who for What Role?
 Director - Name Names!
 Director - Name Names!

Position		2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Program Co-Chair						
Program Co-Chair						
Sponsorship Co-Chair						
Membership Co-Chair						
Social Events Co-Chair						
Publications Co-Chair						
Newsletter Co-Chair						
Website Co-Chair						

Up & Coming
 Who for What Role?
 Newsletter Co-Chair - Name Names!
 Membership Co-Chair - Name Names!