

WAHA Agenda  
**One-Day Succession Planning**  
Tuesday, September 15, 2026

8:30am-10:15am-

- \*\* **Purpose of Succession Planning**
- \*\* **Foundational Elements of Planning**
- \*\* **Forecasting Key Position Changes**
- \*\* **Organizational Capacity**

10:15am-10:30am- Break

10:30am-12:00pm-

- \*\* **Roles and Responsibilities in Planning**
- \*\* **Timing of the Plan**
- \*\* **Internal Review and Focus of Existing Talent**
- \*\* **Developing Internal Talent/Bench Strength**

12:00pm-1:15pm- Lunch

1:15pm-2:45pm-

- \*\* **The Need to Look Externally**
- \*\* **The Job Analysis Development**
- \*\* **Methods to Attract Strong Candidates**
- \*\* **Completing the Plan**

2:45pm-3:00pm- Break

3:00pm-4:30pm-

- \*\* **Selection of Candidates**
- \*\* **Making the Correct Decision**
- \*\* **Proper Onboarding of Talent**
- \*\* **Retention and Development of Superior Talent**

\*\* Each session builds upon the previous session. Those who jump in and out might only get bits and pieces of all of the necessary components of Succession Planning. It's designed as a full day track.