

Changing the Guard

Personal Assessment Process: Tactical assessment of key stakeholders



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Personnel assessment process:

Tactical assessment of key stakeholders

This tool is designed to allow you to assess the tactical capabilities of individual practices within the “4 rooms of the house,” then see the new combined capabilities and uncover any critical gaps that might need to be filled in the years ahead. Given the optimal time frame of 5 years to fully implement a succession plan, initially introducing your prospective successor based on how his/her experience and specialization might expand the team’s capability to solve the complex challenges facing your best clients potentially allows the successor to ease into a relationship with the clientele.

	Partner 1	Partner 2	Partner 3
Wealth Management Room			
Separately managed account specialist			
Portfolio manager/analyst (style)			
Fixed income manager			
Mutual fund and exchange traded funds (ETF) manager			
Certified financial planner (CFP) review, present, orchestrate implementation			
Organize supporting documents, input critical data and summarize highlights for the CFP			
Risk manager (estate planning and trust services)			
Insurance specialist			
Corporate services and executive benefits			
Banking services (personal and business financing)			
Philanthropic services			
Client Service Room			
Client service coordinator			
Client education and recognition coordinator			
Run the team CRM (input notes, coordinate schedules and acknowledge important client events and milestones)			
Organize, schedule and manage annual client reviews			
New Business Development Room			
Rainmaker			
Seminar manager and coordinator			
Seminar speaker			
Strategic alliance manager and liaison			
Marketing and communication manager			
Referral reciprocity monitor and manager			
Practice Management Room			
Integrated technology specialist			
Business planning, tracking and monitoring			
Chief of staff			
Business administration and operations			
Client service coordinator and administrator			