**Succession Planning: Action Plan template**

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| 1. **VISION** | | | | | | |
| **Goals/Objectives** | **Critical Positions Addressed** | **Action Items/Activities Required** | **Tools** | **Responsibilities** | **Target Date** | **Progress/Comments** |
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| 1. **BUILD CAPACITY: Employee Development & Talent Management- *We’re growing and strengthening our leadership capacity to sustain a high-performing NB public service*** | | | | | | |
| **Goals/Objectives** | **Critical Positions Addressed** | **Action Items/Activities Required** | **Tools** | **Responsibilities** | **Target Date** | **Progress/Comments** |
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| 1. **RECRUIT FOR TOMORROW: *We’re modernizing recruitment and positioning the NB public service as an employer that offers attractive career opportunities and competitive benefits.*** | | | | | | |
| **Goals/Objectives** | **Critical**  **Positions Addressed** | **Action Items/Activities Required** | **Tools** | **Responsibilities** | **Target Date** | **Progress/Comments** |
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| 1. **RETAIN & ENGAGE: *We’re creating a vibrant work environment that is open, fair, inclusive, safe, healthy and rewarding.*** | | | | | | | |
| **Goals/Objectives** | **Critical Positions Addressed** | **Action Items/Activities Required** | | **Tools** | **Responsibilities** | **Target Dates** | **Progress/Comments** |
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| 1. **MONITORING & COMMUNICATIONS** | | | | | | | |
| **Goals/Objectives** | **Critical Positions Addressed** | | **Action Items/Activities Required** | **Tools** | **Responsibilities** | **Target Dates** | **Progress/Comments** |
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| 1. **OTHER** | | | | | | | |
| **Goals/Objectives** | **Critical Positions Addressed** | | **Action Items/Activities Required** | **Tools** | **Responsibilities** | **Target Dates** | **Progress/Comments** |
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