### Making the Ask

Before asking this person to take on a leadership position in your unit, consider the following:

- Who should make the ask? Is there a particular person who can help recruit this individual?
- Where will this discussion take place? Keep it casual but professional.
- Do you have a printed copy of a position description?
- Do you feel comfortable answering questions about this leadership position?
- Are you prepared to discuss the time commitment involved with this position?
- Who will mentor or guide this person as they take on the new role?
- What position trainings (online & in-person) are available for this position?
- Has this person completed a Family Talent Information Survey? Have you reviewed it?
- Have you considered possible objections the person may have?
- If you receive a no:
  - Ask clarifying questions to better understand their issues.
  - Ask if there is another role they are interested in filling.
  - Ask if they know of someone else who may be able to take on this position.