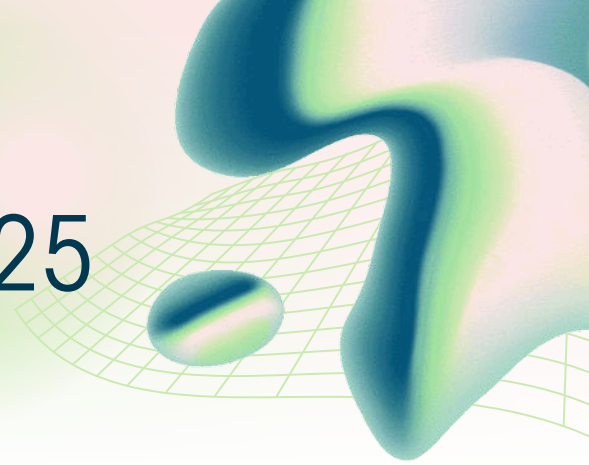


RETAIL LEADERSHIP HABITS CHECKLIST 2025

Drive retail success.



Retail Leadership Habits Checklist 2025

- ☐ Consistently communicate the company vision and values.
- ☐ Provide regular, constructive feedback to team members.
- ☐ Foster a positive and motivating work environment.
- ☐ Delegate tasks effectively and empower employees.
- ☐ Lead by example, demonstrating integrity and professionalism.
- ☐ Actively listen to and address employee concerns.
- ☐ Recognize and reward outstanding performance.
- ☐ Encourage teamwork and collaboration.
- ☐ Promote continuous learning and development.
- ☐ Maintain a customer-centric approach in all decisions.

Tip:

Start each day with a clear goal and prioritize tasks to maximize productivity. Remember to schedule short breaks to avoid burnout and maintain focus throughout the day.

Succession Planning Tracker 2025

- ☐ Identify key positions critical for future success.
- ☐ Assess potential successors for each key position.
- ☐ Develop individual development plans for successors.
- ☐ Provide opportunities for successors to gain experience.
- ☐ Regularly review and update succession plans.
- ☐ Mentor and coach potential successors.
- ☐ Communicate succession plans transparently.
- ☐ Evaluate the effectiveness of succession planning efforts.
- ☐ Ensure a smooth transition during leadership changes.
- ☐ Integrate succession planning with overall talent management strategies.

Quote:

"The key to successful leadership today is influence, not authority."

-- Ken Blanchard

This document provides checklists for retail leadership habits and succession planning. Regularly reviewing and implementing these points will help ensure effective leadership and a smooth transition

of key roles within the organisation.

Remember that leadership is not about authority, but rather influence and the ability to foster growth and development in your team.

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