# To Accept or Not: Professional and Personal Considerations

# Directions:Use this checklist as a guide to help you think through the implications of taking on an interim or acting role. Write down your thoughts for each item. You can adapt any of these to meet your unique needs.

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| Career and Personal Life | | |
| **✓** | **Things to Think About** | **My Notes and Reflections** |
|  | Career trajectory | Will you be able to recover? Are you interested in moving into administration? |
|  | Personal responsibilities | What are your current household responsibilities? How will they be covered? |
|  | Other considerations |  |