

OWL Ready



The Beer Truck

What would happen if your supervisor was hit by a beer truck and had to spend the next several weeks in the hospital? What if you were hit by the beer truck -- does others know how to complete your critical functions?

OK, so the beer truck scenario is not likely, but what about a staff member taking a new job or taking an extended sick leave. Staff must know, and how to complete, the critical functions of their supervisor. Supervisors must be willing to share and train their staff members on their critical functions. In another “tip of the month,” cross training was discussed, but we often discuss cross training as it relates to peer staff. (Note: Past tips can be found on OEM’s resource page: <https://oem.kennesaw.edu/resources.php>).

Supervisors who cross train their staffs to be able to complete their critical functions empower them to succeed at the next level. Supervisors must think, “if something happens to me, who would do X, Y and Z.”

Like so many other areas of continuity of operations, back up plans also involve personnel.

