

# Grasshopper Academy

Developing a Business Plan  
Organizing Your Management Team



## Management Plan Worksheet

Business Name \_\_\_\_\_ Date \_\_\_\_\_

### Building Your Core Team

Select which key hires you need right away. Jot down their names if you can!

- Chief Executive Officer / President \_\_\_\_\_
- Board of Directors \_\_\_\_\_
- Chief Financial Officer \_\_\_\_\_
- Chief Operating Officer / Vice President \_\_\_\_\_
- Chief Technology Officer \_\_\_\_\_
- Marketing Manager \_\_\_\_\_
- Human Resources \_\_\_\_\_
- Customer Service \_\_\_\_\_

Notes:

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## Team Skills

Using the word box below, jot down which skills & characteristics you want certain hires to have

A. Strategist	B. Leader	C. Communicator	D. Forward thinker
E. Analytical	F. Risk-taker	G. Personable	H. Organized
I. Decision maker	J. Integrity	K. Optimistic	L. Trusting
M. Critical Thinking	N. Problem Solving	O. Negotiation	

**Example:** Chief Executive Officer / President

*A, B, C, D, J, L,*

O \_\_\_\_\_

- Chief Executive Officer / President
- Board of Directors
- Chief Financial Officer
- Chief Operating Officer / Vice President
- Chief Technology Officer
- Marketing Manager
- Human Resources

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Using the word box below, jot down the expertise you want certain hires to have

P. Business	Q. Technical & Technology	R. Production & Processing	S. Sales & Marketing
T. Management & Administration	U. Media & Communications	V. Human Resources	W. Law
X. Economics & Accounting	Y. Psychology		

- Chief Executive Officer / President
- Board of Directors
- Chief Financial Officer
- Chief Operating Officer / Vice President

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- Chief Technology Officer
- Marketing Manager
- Human Resources

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## Salary

After researching freelancer costs, salary, and equity options, how will you hire & pay employees?

- Hire contractors or freelancers
- Hire seasonal employees
- Hire interns
- Offer salary compensation
- Offer equity compensation

## Further Reading on Startup Salaries

- [This Is How much Startup Founders Pay Themselves](#)
- [What Entrepreneurs Should Pay Themselves](#)
- [Executive Compensation](#)