Reejig Academy

Transformation Squad
Org Chart

Module 5 - Leading The Transformation

The team that leads AI work redesign inside your organisation — who fills each role, where they sit, and how the squad scales wave by wave.

01 · Exercise · Design Your Transformation Squad

You don't need a massive team. You need the right skills.

You have the analysis, the opportunity map, the redesigned workflows, a roadmap, and you've started building agents. Now you make it happen inside a real organisation — and keep it happening. This exercise names the team that will lead that work.

The Six Functions / Roles

These are functions, not job titles. Your HRBP, Comp, or L&D lead may already fill one of these roles — map the function, not the label.

Role	Default Mode	The tasks they do
Squad Lead	Full-time	Builds the case, drives the squad, measures ROI, picks the next target. Engine of the squad. Strong at influencing, stakeholder management, and using data.
Work Architect	Full-time	Builds the work architecture. Breaks work into tasks and subtasks. Confirms how work actually runs. Usually from job architecture, skills, or org design background.
Builder	Full-time	Builds and activates agents and AI workflows. Turns the design into a working product. Can sit in your team, in IT, or in the business.
Change & Comms	Part-time	Communicates the new flow of work. Manages the people side of each wave. Business stakeholder engagement. Does not need to be full-time.
Business Sponsor	Part-time	Owns decision authority for the function being redesigned. Makes the call on work changes and approvals.
Solutions Engineer	Part-time	Connects APIs, integrations, and technical infrastructure. Brought in when needed. Does not need to be full-time.

How to use this worksheet

1. Map each role to a person — your team, another function, or need to hire.
2. Commit Full-time / Part-time for wave one.
3. Name your first Business Sponsor and the function.
4. Sketch how the squad grows from wave one to wave three.
5. Write your output sentence: who leads this, what function, what's on the hook for wave one.

The Architect mindset

An architect doesn't decorate. They design for function — how things connect, what carries load, what belongs where.

- Start with the work.
- Follow the structure - how does this task connect to that outcome?
- Design for function first. The human experience follows.
- Every decision has a downstream consequence. Think in systems.
- You're not optimizing what exists. You're designing what should.

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Practitioner Note: *Start small. Wave one is one squad. After three waves, several squads run in parallel across different functions. The people change — the roles don't.*

02 · Design · Your Squad — Core & Flex Pillars

Core is the engine. Flex is pulled in when needed. Name the people. Commit the mode.

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Core · Runs the squad

DEFAULT FULL-TIME

Squad Lead — Full-time | Part-time

Builds the case, drives the squad, measures ROI, picks the next target.

WHO Name:

My team | Another function | Need to hire

Work Architect — Full-time | Part-time

Builds work architecture. Breaks work into tasks. Confirms how work actually runs.

WHO Name:

My team | Another function | Need to hire

Builder — Full-time | Part-time

Builds and activates agents and AI workflows. Turns design into a working product.

WHO Name:

My team | Another function | Need to hire

Flex · Pulled in as needed

DEFAULT PART-TIME

Change & Comms — Full-time | Part-time

Communicates the new flow of work. Manages the people side of each wave.

WHO Name:

My team | Another function | Need to hire

Business Sponsor — Full-time | Part-time

Owns decision authority for the function. Makes the call on work changes and approvals.

WHO Name:

My team | Another function | Need to hire

Solutions Engineer — Full-time | Part-time

Connects APIs, integrations, and technical infrastructure. Brought in when needed.

WHO Name:

My team | Another function | Need to hire

First Business Sponsor · The Function

Name one person. Name one function. This is where wave one lives.

Sponsor

e.g. Priya Sharma, CPO

Function being redesigned

e.g. Finance ops

Why this function first?

e.g. Highest task-level AI readiness

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03 · Scale · Wave One → Wave Three

List the top tasks in this function — the work that actually happens

Wave one is one squad, one function. By wave three you're running several in parallel. The roles stay the same — the headcount and scope grow. Sketch how your squad evolves.

WAVE 1 Prove the model

One squad. One function. Tight team. Core runs full-time, flex plugs in.

SQUAD SHAPE

- Squad Lead · FT
- Work Architect · FT
- Builder · FT
- Change & Comms · PT
- Business Sponsor · PT
- Solutions Engineer · PT

FIRST WINS YOU'RE AIMING FOR

e.g. 2 workflows live in 90 days. 30% velocity lift on task X. Exec buy-in for wave 2.

WAVE 3 Scale across functions

Several squads in parallel. Shared platform emerges. New coordination roles added.

SQUAD SHAPE

- Squad Lead ×2+
- Work Architect ×2+
- Builder ×2+
- Change & Comms ×2+
- Business Sponsor ×2+
- Solutions Engineer ×2+ · PT
- Program Lead
- Data / Platform

FUNCTIONS YOU'LL SCALE INTO

e.g. TA, L&D, Finance Ops, Customer Support

Compounding Impact

Big bang change fails. Compounding change wins. Each wave builds on the last — the squad gets faster, the organisation gets smarter, and value accelerates. This is what you're building toward.



What's Added At Each Wave

Wave	Roles added or scaled	What that unlocks
Wave 1 · 0–3 mo	-	-
Wave 2 · 3–6 mo	-	-
Wave 3 · 6–12 mo	-	-

Output · Your Transformation Squad

One sentence. Who leads this. What's on the hook for wave one.

e.g. A squad of 3 core + 3 flex, led by [name], redesigning [function] under sponsor [name], proving velocity + capacity ROI in 90 days.

Next up — beyond this worksheet: *Run this squad against wave one. Measure velocity, capacity unlocked, and outcome — not consumption. Report back. Earn the next wave.*