

Fractional Chief AI Officer: What Month One Actually Looks Like

A Swift Consulting tool · swiftconsulting.ai

Not a strategy deck. A realistic, week-by-week outline of the first month of a Fractional CAIO engagement, so you know what you're actually signing up for before you sign up for it.

Week 1: The real audit

- An on-site (or video) walkthrough of your current operations, tech stack, and workflows, not a questionnaire you fill out alone.
- A working version of the Three-List Worksheet, built from your actual business, not a template.
- A ranked list of where AI genuinely helps this specific business, with a rough hours-saved and cost-to-build estimate for each item.

Week 2: The first build

- One automation, chosen from the top of the ranked list, gets built and tested. Not five things half-built. One thing, working.
- A short check-in to confirm it's solving the actual problem, not just producing activity.

Week 3: Live, with oversight

- The automation goes live with a clear escalation rule: exactly when it stops and hands a decision back to a person.
- A second candidate task from the list starts scoping, while the first one is monitored in production.

Week 4: The honest list

- A written summary: what's live, what it's actually saving, and what got tried and didn't hold up.
- An explicit "not worth it yet" list. Some things get scrapped in month one, that's not failure, that's what building something real actually looks like.
- A roadmap for month two, prioritized the same honest way month one was.

What this is not

It is not a slide deck about the future of work, a generic AI training session with no follow-through, or a black-box system nobody on your team understands. Every automation that goes live in month one, someone on your team can explain, and someone is watching it.

Swift Consulting · swiftconsulting.ai · christopher@greatenergy.org · 607-280-2010