

Tracy Thompson

Leadership Academy Project Summary Worksheet

Part of your Leadership Academy experience was selecting a project to complete during the course of your year in the program. The intent of this project was to allow you to learn The Practices of Exemplary Leadership in very real and practical ways.

As we reach the end of your leadership program, we would like for you to share with us in writing the journey of the last year in completing your project. Our desire is to assemble a library of completed projects to guide future generations of LeadingAge participants. We will post these project summaries on the LeadingAge Oregon website for others to learn from.

On a separate document please provide the following information:

A. Know Me

B. Knowing who are residents really are. Not just a room number.

Following the title and description, answer the following questions:

1. In one paragraph summarize the project you completed for the Leadership Academy program. I have put together a resident binder for Harmony Lane. Each resident has a one page summary of who they are from the residents' perspective. Did they like to garden, did they work outside the home etc.
2. What benefits, both tangible and intangible, has the completion of your project brought to the organization you serve? Knowing who the residents are is a big part of quality care. Caregivers should know the people they are taking care and should know what that person likes and/or dislikes. Residents should be the drivers of their own care.
3. Who were the people you needed on your team to complete this project? Consider all stakeholders: colleagues, coworkers, direct reports, supervisors, residents, vendors, government officials, etc... Resident care manager on Harmony Lane, residents, family members, bedside staff (nurses and aides)
4. How did you communicate with your stakeholders during the duration of this project? I had regular check ins with the resident care manager.
5. What were the very real challenges you faced in the completion of this project over the course of the year? List 3-5. 1. Time management 2. Residents dying 3. Residents unable to communicate and no family member to glean information from
6. How did you overcome these challenges? 1. Made time for the project 2. Started over with new admits when a resident would die 3. This happened with long-time residents and staff were able to fill voids in lieu of family
7. What surprises did you encounter while completing your project? How did you address them? N/A
8. Identify 2-3 of the 30 leadership behaviors listed in the LPI (Please refer to your LPI 360 assessment or the document that came with this worksheet) that were critical for you to learn for the successful completion of this project? 1. Inspired a shared vision 2. Enable others to act and 3. Model the way

9. How have you learned to implement these 2-3 leadership behaviors more effectively over the past year? I learn by watching others, learning from my mistakes. I try not to assume anything and always extend grace to those around me.

10. What are your plans for continued leadership development in the years ahead? I plan to continue to learn from my employees while always having a compassionate heart.