

## ***Leadership Academy 2012-2013 Project Summary***

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Project Summary: My project was to organize an RCC committee, consisting of RCC staff, in order to create a shared vision of goals for the future of RCC. We have since created a name for our vision – “COFE,” which is an acronym for Creating Opportunities for Friendsview Employees. The project started out slow, with little progress in the beginning due to unforeseen circumstances, however it has now gained momentum and my staff are actively involved in many changes.

We began by organizing 10 different committees to improve the quality of life for our residents. Staff members were directly involved in choosing what committees to form so that they would have a vested interest in seeing change take place. Some examples of these committees are: Creating a home like environment, Resident Activities, Birthday Celebrations, Welcoming Committee, etc. Staff members then choose which committee they would like to be involved in, coordinate with other members on that committee about project ideas, and then implement their projects. Some committees are still in the planning stages; however we have had many ideas from various committees already taking place.

### Benefits:

- Providing an environment for our residents that is specific to their wants/needs.
- Employees feel empowered to make changes when they see a need.
- Employees are more team oriented and productive.

Team: Our team consisted of the Resident Care Manager, Assistant Administrator, Activities Coordinator, and our full time Caregivers.

Communication: Communication was done through quarterly meetings with Caregivers, the Administrator, and RCM attending. We would also use the monthly floor meetings to communicate projects with our residents.

Challenges: The major challenge I faced was getting the project started. We began with our introductory meeting in December but progress halted do to a variety of circumstances within the facility and in my own life. Our facility has had to replace our DNS, CEO, Administrator, and Facilities Director within a very short amount of time and for a while did not have several of these positions filled. This put a fair amount of strain on my position. Also, I was in a major car accident this year and as a result had gotten very behind in my own work. In June, I was able to get some help with catching up and that’s when we began working on this project with full force. I was surprised to see how eager everyone was to get started and the turnout was huge.

Leadership Behaviors: The 3 leadership behaviors that were critical for me to learn in order to be successful with this project were:

- Giving team members appreciation and support

- Paints a “big picture” of group aspirations
- Gives people choice about how to do their work

Implementation: I was able to implement these leadership behaviors at our quarterly meetings. I always begin our meetings with encouragement and acknowledge their hard work, I present the project goals and purpose, and then I ask my staff to present their ideas and desires for change.

Plans for Continued Leadership: I have gone back to school this year and plan on completing my degree next fall. After that I will probably pursue a position with more opportunity for growth.