



**Level One Projects:**

**Instructions:** You are required to complete one project from each category below, totaling three projects. As you complete the project, complete Section I of the Leadership Plan. At Lessons Learned, you will be required to share information about your projects and your Leadership Plan to ELCP participants.

The purpose of these projects is to give you exposure to Henrico County services other than the ones you provide in your role. Therefore, you must select projects from the list below that *do not* relate to your current job. For example, if it is your job to go to Planning Commission meetings, you may not use that project to satisfy the requirements of a Category One project.

**Category One: (Pick One)**

1. Attend a Board of Supervisors meeting or watch it [virtually](#).
2. Attend another board meeting (for example, a Planning Commission meeting)
3. Watch a video about Henrico County and its agencies produced by [Henrico County's Public Relations](#)
4. Read about 3 [NaCO or VaCo](#) awards won by Henrico County
5. Review the website of a department other than your own.

**Category Two: (Pick One)**

1. Tour a facility outside of your agency
2. Volunteer to work Service Awards or Investiture Ceremony
3. Meet with someone who has a similar role as yours in another department. Interview them to discover similarities and differences in your roles.
4. Shadow someone in another role. Examples are a Police ride-along, riding along with a road crew, sitting with and observing the work of a colleague in a different role in your own department
5. Cross train with another County employee. Learn enough about someone else's job to help out when they need assistance or when they are not at work.

**Category Three: (Pick One)**

1. Present a 15-minute presentation at a staff meeting on what you learned at a leadership class.
2. Interview and ELCP Emeritus
  - a. Tell me more about your role in the organization.
  - b. Share your personal goal for joining the ELCP.
  - c. How did ELCP help you grow as a leader?
3. Identify and interview stakeholders who could help you in your career
4. Serve on a committee or become a department representative for Christmas Mother