

Virtual Chapter Leader Training

APhA Academy of Student Pharmacists

**Thank you to the
session supporter:**



Project Management Success



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Audience Poll:
**What have you been
doing with your
quarantine time?**



Why project management matters?



5 Perils of Project Management



Peril #1: Not Building Your Team

- **Great projects start with great teams**
 - **Build vulnerability-based trust**
 - **Build communication skills to support productive conflict discussions**
 - ***The Five Dysfunctions of a Team: A Leadership Fable 1st Edition by Patrick Lencioni***
- **Know your strengths and the strengths of your team**
 - **Be humble about what you can and can't do**
 - **“Executing” domain of StrengthsFinder**
 - **ISTJ of Myers-Briggs Type Indicator**



Peril #2: Selecting the Wrong Project

- **Not every idea is the right idea**
- **Tips for selecting the right idea**
 - **Alignment**
 - **How does it integrate with the goals of the organization?**
 - **Usability**
 - **What problem is it solving, or what need does it fulfill?**
 - **Scalability**
 - **Can it be replicated easily with consistency and without being reinvented?**
 - **Uniqueness**
 - **What value is it providing that cannot be gotten somewhere else?**

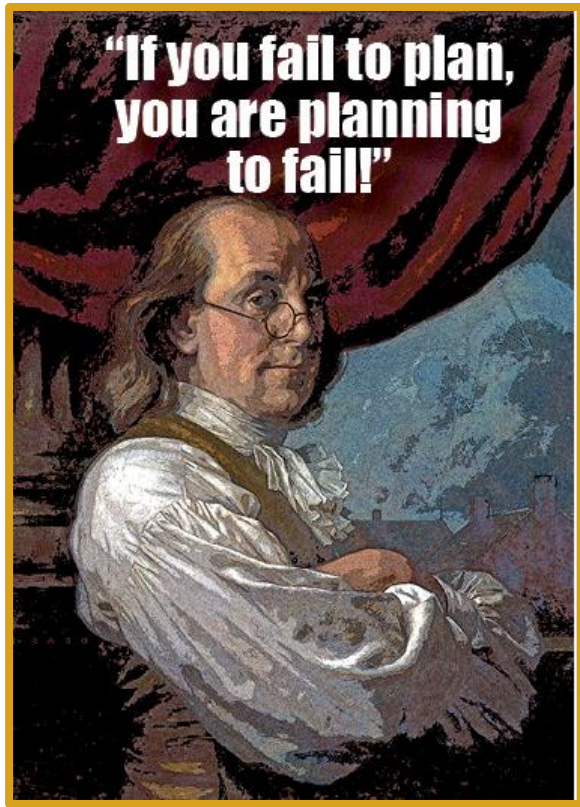


Peril #3: Avoiding Delegation

- **Everyone should contribute to the goal**
 - **Giving everyone a job, gets them invested in the outcome**
- **Keys to successful delegate**
 - **Specifying and agreeing to the outcomes**
 - **Make sure the skill set matches the task**
 - **Establish deadlines and provide sufficient support**
 - **Keep up to date with progress and focus on results rather than procedures**
 - **When the work is completed, give recognition where it's deserved**



Peril #4: Failing to Plan for the Unexpected



- **Heading off a crisis is less difficult and less costly**
- **As a team brainstorm for the things that could go wrong and develop your alternative solutions**
 - **Make it a part of the initial planning stages**
 - **Keep the planning realistic**
 - **Don't let the "what if's" stop you**

Peril #5: Not Sharing the Results

- **Spend time reflecting and debriefing the project with you team**
 - **How did it go overall?**
 - **What things made it successful and should be kept for next time?**
 - **What would you change if you could go back?**
- **Document it all to share with the next leader**
- **Tell your supporters what the outcomes were**
 - **Dean, administration, and faculty**
 - **Campus public relations team**
 - **Community partners**
- **Celebrate and learn how to say thank you!!!**



Additional Resources

- **Campus MBA program**
 - **Class on project management or faculty to give you feedback**
- **Tools to track projects**
 - **Excel “Gantt” template to smart software**
 - **Pick one, make it easily accessible, use it consistently**
- **APhA-ASP Support**
 - **Chapter Check-in Visits**
 - **Chapter Operations Manual**





As long as you take a step forward, you are making progress. It doesn't matter how small or big the action. What truly matters is that you took action.

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APhA-ASP Updates



National Patient Counseling Competition



Career Opportunities Series



The Midyear Regional Meeting



Chapter Achievement Reports



APhA Academy of Student Pharmacists

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