**Implement Project Management**

**Step 1:** Sequence top priorities to ensure maximum impact

**Step 2:** Crosswalk top priorities to other initiatives currently in process to avoid duplicative effort

**Step 3:** Define project deliverable and deadline

**Step 4:** Assign project owner

***What is the goal?***

Implementation can serve as a barrier to successfully executing initiatives and activities to accelerate principal effectiveness. The goal of implementation management is to prioritize the implementation of top priorities and long-term strategies in an effort to build and sustain a robust principal pipeline.

***Why is it important?***

With many initiatives and competing priorities, implementing project management will allow champions to steward the work and make critical connections to other key initiatives.

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| Steps | Guiding Questions | Resources |
| 1. Sequence top priorities to ensure maximum impact | * Which of the top priorities will have the greatest impact? * In what ways are the top priorities interdependent? | [A Better Way to Set Strategic Priorities](https://hbr.org/2017/02/a-better-way-to-set-strategic-priorities)  [Best Practices—The Nine Elements to Success](https://www.pmi.org/learning/library/best-practices-effective-project-management-8922) |
| 1. Crosswalk top priorities to other initiatives currently in process to avoid duplicative effort | * What current initiatives are targeting the same type of opportunity? * What current foundations could be leveraged to accomplish the top priorities? |  |
| 1. Define project deliverable and deadline | * What do we need to accomplish and when? | [What is Project Management?](https://www.projectmanager.com/project-management)    [How to Set Deadlines](https://www.tacticalprojectmanager.com/how-to-set-deadlines/)  [What are Project Deliverables and Why They are So Important](https://www.fool.com/the-blueprint/deliverables/) |
| 1. Assign project owner | * Who is best positioned to advance this work? Do they have what they need to be successful? |  |

**Things to Consider:**

Does this work support the Chief of Schools or Human Resources department?

Which department is best positioned to manage this work?