

Donna Mitchell

One Page Profile



What is important to me

Spending time with my Husband and Daughter is the most important thing to me

My family and friends are extremely important to me; these are the people who keep me grounded

Flexibility at work is extremely important to me

My health; both emotionally and physically

Being part of a team that works together and supports each other

Being organised and prepared

Feeling secure and valued at work

To feel I make a difference to someone, somewhere

What people like and admire about me

Good listener and give fair advice

Friendly, caring and loving

Not frightened to show emotions

Dedicated and determined

Professional and approachable

Non-judgemental

Organised

Works well under pressure

Great sense of humour

How best to support me

Understanding I also have priorities, deadlines and targets to complete – this may mean I require information from the wider team

Tell me as soon as you can if you can't make a deadline – I can re-evaluate my plans if needed

Trust me in my role and the knowledge and experience I bring to the team

Be open and honest with me. I am unable to resolve issues if I am unaware of them

Constructive criticism supports the development of my working relationships

To spend time with my daughter during the week means my hours may not be convenient for all, having a team who understands my priorities is appreciated

I can sometimes become "lost" within a task, a light nudge to remind me of my other priorities is always welcomed