

ACTIVITY | Agency Shadow Tour



GOAL | To increase sensitivity to and respect for others by becoming better acquainted with people at the organization and their work.



RELEVANT FOR

- Executive
- Middle Manager
- Supervisor
- Caseworker



DESCRIPTION | Find out about areas of your organization you are the least familiar with.

If you are a manager or supervisor, spend time with frontline staff. Shadow employees in the area to get to know them as well as to find out more about their specific work areas.

Consider coordinating with the organization's training department.



MORE INFO

[Leading Through Understanding the Role of Life Stories](#)



Agency Shadow Tour

PLANNING

- What are the different departments/divisions at your organization?
- What is your familiarity with each department/division?
- With whom could you talk to learn more about a different department/division?
- Who could you shadow to learn more about their role in achieving the department/division's outcomes?
- What do you hope to get out of your shadow tour?
- If there are power differentials between the person you are shadowing, how will you address them in the experience?

IMPLEMENTING

- Whom will you shadow or talk to?
- How long will you shadow them for (all day, half day, duration of one meeting)?
- When is it convenient for you and for the person you are shadowing?

REFLECTING

- What did you learn on your shadow tour?
- What surprised you?
- How will you approach your work differently after this experience?