

# Report on mrs dawn moore

Law, Criminal Justice



Mrs. Moore explains that she sets high standards for herself taking the extra step when necessary. Previously, Mrs. Moore was enlisted in the Navy and served as a personnel specialist providing training and administration to service members. She managed to obtain her degree and accomplish her duties without losing her focus.

Mrs. Moore attributes her success to empathy which she believes is a virtue that every leader should possess. We learned that she is friendly and that a little empathy goes a long way. She further emphasized that understanding each other's feelings places everybody on the same page.

Consistency is another value that I shared with Mrs. Moore. She handles every Congress like it's her own. She takes it on her own to contact by phone each person informing them of the congressional summit. In addition, she is tactful and a team player- getting everyone involved.

Additionally, Mrs. Moore is dedicated. She loves being devoted to her work but not letting her work run her life. She mentioned being dedicated to going shopping, travelling and spending time with family and friends.

Mrs. Moore also mentioned that we should treat others the way one would wish to be treated. She said that nobody had the upper hand in management while she was still working with the military. They shared equal responsibilities and reported to the Department Head. They complemented each other's work, seek advice and were proactive.

She is responsible for supporting manpower policies, review, investigate, and provide comprehensive and accurate response to time sensitive congressional, Board of Correction of Naval Records (BCRN), and Freedom of Information Act (FOIA). She facilitates the corrections of errors or removal of

injustices from current and former Navy and Marine Corps member's records without the burden of private legislation.

Mrs. Moore examines, makes corrections to benefits, pay SGLI, and incentives to thousands of service members in a timely fashion to the BCNR. She works closely with a team of 75 and under an extremely heavy workload. In addition, she approves 85% of cases received, paying attention to every detail. Mrs. Moore's job requires her to understand policies, take initiatives, and make recommendations to the BCNR based on her findings.

Mrs. Moore was very professional during the interview. She was exceptionally willing in answering my questions and sharing her thoughts. At the beginning of the interview, Mrs. Moore shared her leadership qualities and commitment to her job. I explained to her why I chose her for the interview.

I shared the qualities that we had in common such as being ambitious, punctual and unbiased in being a leader.

Integrator was also on top of Mrs. Moore's list. She explained to me that integrators orchestrate the many activities that take place throughout an organization by providing a view of the future and the ability to obtain it. Success can only be realized when a unity of effort is at hand. Integrators have intuition on where difficulties will arise and make their presence felt through grave times. They recognize that their staffs are most excellent when they are left to work within a vision-based structure.

I asked her about being inspirational. Her response was to take charge when necessary, and by showing endurance in mental, physical, and spiritual stamina, one would inspire others to reach new heights. In addition, she said

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that one should display confidence in whatever one did. She described being honest as displaying sincerity, integrity and candor in all one's actions.

Deceptive behavior wouldn't inspire trust.

In conclusion, I asked her if she had a chance to do it all over again, would she be in the same position? She answered that while she was doing the same job while being in active duty was less of a choice, she was definitely glad to have got the experience, and loves what she does.

As for what I brought with me from this opportunity, Mrs. Moore's traits of a good leader inspired me to work hard at accomplishing goals, setting examples, and staying on the path of being a good leader. Hearing how she takes initiative and has the pulse of everyone around her, set an example of how extraordinary things are done. She explained to me that to become an effective leader, one has to be a good follower.