

Staff Employee of the Week

Anne-Marie Bracken

NAME: Anne-Marie Bracken

JOB TITLE: Office Manager

HOME DEPARTMENT: Engineering Science and Mechanics

COLLEGE OR VP AREA: College of Engineering

NOMINATED FOR: Staff Leadership Award

NOMINATED BY: Ishwar Puri



SUMMARY

Ms. Bracken leads by example by showing respect for others and listening and encouraging open communication among ESM faculty, staff, and students. She seeks input about staff assignments. Her leadership style is appropriate to each situation. She supports staff training to advance skills and offers mentoring for software or protocol questions. She utilizes positive reinforcement and provides feedback and guidance. In this manner, she differs from others who hold similar positions in our institution.

As the department's HR and leave representative, Anne-Marie provides support for those who require information ensuring that employees' needs are met. Whenever she can, she enjoys assisting or mentoring students. Whether it concerns creating resumes, learning interviewing skills, evaluating job opportunities, or work-related issues, she shares her years of experience. She uses a leadership style that is appropriate to the academic level and maturity of the student (undergraduate or graduate) or postdoctoral associate.