

Harper Wins Secretary Honor

As part of the celebration of Administrative Professionals Week, Life Care crowned (literally) Melissa Harper, a 10-year associate who works with Shane Pledge, director of Facility Financial Applications, as our Secretary of the Day.

That took place at a festive, fun-filled breakfast Wednesday during which the Mayberry Deputy (the Barney Fife character played by David Browning) directed Mayberry Games.

Kelly Wilcoxon, executive secretary in the president's office, gave Harper a tiara, flowers and a gift package to a local spa when she was announced as the winner, representing secretaries throughout Life Care for the remarkable contributions they make to our company. Pledge's nomination highlighted Harper's team-first attitude, communication skills, customer service to facilities and other departments, and as the go-to person related to our resident trust management application.



"It was a surprise, and an honor to be chosen," Harper said. "I enjoy the people I work with and getting to know and communicate with the people in the facilities, such as the business office managers and regional field controllers that I speak with a lot."

Harper embodies the qualities of a good secretary, listed on the program agenda for the breakfast:

- *Integrity:* Character that commands respect and invites trust from all relationships, including the supervisor, associates, vendors, etc.
- *Encouragement:* Offer inspiration to those you encounter, particularly co-workers.
- *Leadership:* Serve as a positive ambassador for your department and the company.
- *Loyalty:* Show allegiance to the supervisor, the company and your profession.
- *Professionalism:* A commitment to excellence in work product, in image and in behavior.
- *Pride:* Take pleasure in your chosen career and in the company you work for.
- *Connection:* Develop friendships, share information as required and appropriate, and build camaraderie among co-workers.
- *Importance:* Recognize the value that you bring as an individual contributor to the organization.

(more)

Come to think of it ... Aren't those qualities that all of us should embrace and model?

Congratulations to Melissa. We thank her for the example she sets.

And we salute the secretaries all across our company for the daily influence they have on the success of Life Care.

– Beecher Hunter