**Project Name: Heritage Arboretum Development Project**

**Overview**: This project is a progressive, three-part endeavour aimed at developing the Heritage Arboretum, involving planning, stakeholder management, risk mitigation, and project execution. It was carried out using Agile principles to ensure flexibility and continuous feedback from community stakeholders. The project spanned across phases that focused on securing arboretum certification, building infrastructure, and organizing educational outreach programs to engage the community.

**Details**:

1. **Part 1: Initial Planning and Vision Development**:
   * **Objective**: Establish the foundational goals, such as securing Level One Arboretum certification, identifying tree species, and creating educational components.
   * **Key Responsibilities**:
     + Developed a Minimum Viable Product (MVP) with specific goals, including labeling tree species and submitting applications for arboretum certification.
     + Created a vision statement and product roadmap for the first year, which outlined future expansion.
     + Engaged key stakeholders like Anderson Township Staff, Trustees, and the Tree Committee to align on goals.
   * **Key Skills**: Agile methodology, stakeholder analysis, MVP development.
2. **Part 2: Decision-Making and Stakeholder Engagement**:
   * **Objective**: Facilitate decision-making among key stakeholders and manage a backlog of tasks for future releases using Agile techniques.
   * **Key Responsibilities**:
     + Managed communication challenges for the virtual, volunteer-based team.
     + Created personas for various stakeholders, including local teachers, residents, and township officials, to align project goals with community needs.
     + Developed a backlog of tasks using the MoSCoW prioritization technique and defined release plans for Spring and Fall cycles.
   * **Key Skills**: Agile prioritization, backlog management, stakeholder communication.
3. **Part 3: Risk Mitigation and Project Execution**:
   * **Objective**: Manage and mitigate key project risks, including financial shortfalls and regulatory hurdles.
   * **Key Responsibilities**:
     + Developed a risk management plan and pre-mortem analysis for high-priority risks such as funding shortages and regulatory challenges.
     + Created a "definition of done" for key deliverables, including the physical facility, online presence, and educational outreach programs.
     + Implemented action plans to improve people, processes, communication, and product development within the project.
   * **Key Skills**: Risk management, Agile project execution, stakeholder feedback loops.

**Skills Utilized**:

* Agile Project Management (Scrum, MoSCoW Prioritization, Sprint Planning)
* Risk Mitigation (Pre-Mortem Analysis, Risk Response Plans)
* Stakeholder Engagement and Persona Creation
* Community Outreach and Education Programming
* Financial Planning and Fundraising