**Leadership Role Alignment Exercise**

This document is designed to help clarify your role, responsibilities, and processes. Please provide specific, actionable information, including links, tools, and dashboards you use in your daily work. Your responses will help us align on expectations and identify areas for support.

# 0. Personal Details

Please provide the following information:

* - Name: Ivan Zhigalov
* - Title: Software Development Manager
* - Start Date: 01 April 2024

# 1. Role Definition

Manage people and processes of the development team Example:

* Maintain team morale and productivity.
* Conducting people management activities: 1:1s, Performance reviews
* Driving process improvement activities

# 2. Daily/Weekly Workflow

Describe your regular operating rhythm. Provide links to tools or dashboards you use.

Questions to answer:

* - What do you do daily?
* I participate in all activities, control sprint input, control priorities, collaborating with product team to support planning and execution.
* - What do you do weekly?
* Perform 1:1
* - What do you do bi-weekly?
* Prepare some operational statistics for retrospective call
* Prepare team statistics for SportClips
* - What tools or dashboards do you use to track progress?
* <https://salonultimate.atlassian.net/jira/software/c/projects/SCE/boards/241>
* <https://salonultimate.atlassian.net/jira/software/c/projects/SCE/boards/243>
* <https://salonultimate.atlassian.net/jira/dashboards/10371>
* [https://salonultimate.atlassian.net/projects/SCE?selectedItem=com.atlassian.jira.ji ra-projects-plugin%3Areport-page](https://salonultimate.atlassian.net/projects/SCE?selectedItem=com.atlassian.jira.jira-projects-plugin%3Areport-page)
* Personal notes

# 3. Tracking Progress and Accountability

Explain how you track work and measure accountability. Include links to specific tools, dashboards, or reports.

Questions to answer:

* - How do you track tasks in progress?
* Using Jira:
* <https://salonultimate.atlassian.net/jira/software/c/projects/SCE/boards/241>
* <https://salonultimate.atlassian.net/jira/software/c/projects/SCE/boards/243>• - How do you monitor milestones or deliverables?
* Jira, taskboards mentioned earlier + <https://salonultimate.atlassian.net/jira/plans/47/scenarios/47/timeline?vid=171>
* [https://salonultimate.atlassian.net/jira/software/c/projects/SCE/boards/241/bac klog](https://salonultimate.atlassian.net/jira/software/c/projects/SCE/boards/241/backlog)
* MS Teams Release channel: [Releases | General | Microsoft Teams](https://teams.microsoft.com/l/channel/19%3A1e7928ce53aa4d7bba00ecfc345a0857%40thread.tacv2/General?groupId=1045bd09-2a33-49ce-b3b6-2cd719b07082&tenantId=753af647-7ec0-4a1d-bc88-e1703e4a1261)
* - How do you evaluate outcomes and success metrics?
* Business and support feedback

# 4. Team Health

Describe your team and how you monitor its health. Provide examples of how you assess workload, morale, and effectiveness.

Questions to answer:

* - Who is on your team (roles, responsibilities)?
* Uglješa Georgijević – backend developer
* Dmitrii Smirnov – backend developer
* Dmytro Diakov – backend developer
* Guilherme Banci – frontend developer
* Marco Falcao – backend developer
* Rashid Khuramshin – fullstack developer
* Polina Akar – QA Engineer
* Valeriia Oralova – QA Engineer
* - How do you assess and monitor team health?
* Weekly 1:1
* Adhoc calls when it’s needed.
* - What indicators suggest your team is thriving or struggling?
* Team happiness level
* Low Velocity
* Negative feedback

# 5. Ownership and Product/Process Monitoring

Define what you own and how you measure its health. Include specific metrics, dashboards, or tools.

Questions to answer:

* - What is your team responsible for delivering (products, projects, services)?
* Development for SportClips
* - How do you measure the health of what you own?
* Business and support feedback mostly
* - What dashboards, metrics, or tools do you rely on?
* Jira

**6. Challenges and Needs (Optional but Encouraged)** Challenges:

1. Input for development. We are constantly struggling to establish proper input for development. It was decided that we should adopt User Story Mapping (USM) to kick-start development. But still, we have USMs just formally. At the beginning of most projects or features, we typically define a loosely described scope and conduct a quick, high-level kickoff with the team, and that’s about it. Additionally, it’s rare for us to have well-prepared stories ready for sprints. These stories are often not adequately groomed or prepared from an architectural perspective, which leads to inefficiencies during development.
2. Technical debt.
3. Unfinished work. Last few months we almost don’t have this issue, but process still allows us to develop something for months, and then suddenly change our priorities and forget completely about it.

Needs:

1. It would be better to have one more backend-developer for SCE Team 1.
2. Start Automated QA.
3. Define and establish architectural planning process.

# 7. Submission Instructions

Please complete this document and submit it to Chad Walters by Tuesday, November 28th.

Some team members may be on vacation, which is why we have allowed time until Tuesday.

If you have any questions or need clarification, feel free to reach out.