

Legacy Map

DATE: ____/____/____
NAME: _____
MANAGER: _____

Prospective Job Opportunities?

Education ?

Certification ?

Current Position

Other Goals

Current Portfolio: 

Dream Job



Legacy Mapping for Sentara Nursing Staff

Recruitment and retention is critical to the care of the patients we serve and to the success of Sentara Nursing. Legacy mapping, or career planning, is a great way to increase retention, grow talent and provide opportunities to take staff from where they are today to where they want to be! Creating a path for the future doesn't mean making a 10-year plan. It's about developing a roadmap and taking small actionable steps every day. It shows staff members how they can advance in their profession within Sentara.

As part of the Employee Performance Review process, staff and managers complete an individualized Legacy Map that begins the process. The goal is to have the Legacy Map be a fun, living document that is used and updated (at least annually) along the employee's journey.

Process:

- Have fun with the process!
- Distribute the Legacy Map in December and employees complete prior to the EPR review. The Legacy Map is easy to use and covers topics to stimulate thought and discussion:
 - Current Portfolio – where employee is today and skills/attributes he/she brings on the journey.
 - Current Position.
 - Education – both current and planned.
 - Prospective Job Opportunities – clinical arenas, clinical roles, and future leadership.
 - Certification – currently held or planned.
 - Other Goals – other important career goals the employee wishes to discuss?
 - Dream Job – where does the employee see him/herself in 5 years?
- Discuss the Legacy Map at the EPR review session. When discussing the document, consider:
 - Clinical Arenas – continued progress in current role (such as certification, shared governance, committee participation), future clinical arenas the individual may desire.
 - Current and Potential Clinical roles – preceptor, charge nurse, unit coordinator, educator, etc.
 - Future Leadership roles – team coordinator, manager, director, patient care supervisor, etc.
 - Education plans. For example, if the dream job is to progress to leadership, it is important to set the expectation about entry requirements for those jobs.
- Once completed, maintain a copy of the Legacy Map with the employee's folder. Plan to update annually or before if opportunities present themselves or change!