

## Digital Leadership Action Plan

Digital Leadership Action Plan

Student Name

LEAD570 Leadership in the Age of Artificial Intelligence (AI)

Colleen Farrell-Felici

Date

---

## Memo

To: HEALTH-DIGITAL

From: [REDACTED]

Subject: Action Plan for Preparing Mid-Level Managers and Employees for Digital Transformation

---

## Purpose

The purpose of this memo is to outline my action plan for implementing the three pillars of the digital leadership framework—**Digital Mindset, Collaborative Culture, and Data-Driven Decision Making**—to prepare mid-level managers and employees for the upcoming transformation effort. Research shows that successful change initiatives require leaders to create urgency and build commitment across all levels of the organization (Kotter, 2012).

---

## Pillar 1: Digital Mindset

- **Action:** Conduct workshops to build awareness of emerging technologies and their impact on our industry.
  - **Implementation:** Partner with IT and HR to deliver quarterly training sessions focused on cloud computing, AI, and automation.
  - **Outcome:** Managers and employees will develop confidence in leveraging digital tools, fostering adaptability and innovation.
- 

## Pillar 2: Collaborative Culture

- **Action:** Establish cross-functional teams to encourage knowledge sharing and problem-solving.