



## Matthew Chin

### Home Supports Coordinator

#### What Others Like & Admire About Me

- Very positive and optimistic person
- Friendly and approachable person that people feel relaxed around
- I'm laid back and easy going
- Very Generous
- Great mentor and advice giver

#### Things that are Important to Me

There are many things that are important to me in both my personal and professional life. Some of the things that come to mind are:

- To hear positive and negative feedback so I can gauge how I am doing.
- Have fun in a relaxed environment. I learn best when I am in a setting I feel comfortable in.
- It is important to me to be able to ask questions and get clarification where needed.
- It is important to me to be able to have co-workers who are ready and willing to give input, advice and share personal experience so that I can relate.
- It is important to me to be able to have open and honest communication even when it comes to things that I am not doing well.

#### How to Best Support Me:

- I am not always the best at staying on task. Give me clear instructions and guidelines for what I need to accomplish and when. Providing reminders helps me stay on track as I tend to take on a lot of things in work and life and can sometimes get lost in the clutter.
- If something is higher priority and needs to get done let me know and I will refocus on that task.
- Allowing me the opportunity to ask **multiple** questions and clarify things puts my mind at ease. I like to get all the details and guidelines figured out before I start a task.
- Public speaking and presentations are a source of major anxiety for me.
- Encouragement as well as lots of hints, tips, and tricks will help put me at ease... or just not asking me to do it in the first place. Presenting with a partner definitely helps ease a bit of the anxiety.
- A relaxed and informal environment is where I am most comfortable. I thrive at talking in small groups and promoting dialogue amongst a few people. If I am in a larger group I might not be as willing to share ideas or talk.
- I enjoy constructive criticism and welcome the opportunity to get feedback, even if I am doing something wrong. Please be honest with me so I can correct what I am doing.