

BEHAVIOURS IN ACTION

Our **Behaviours in Action** framework describes the workplace culture and individual behaviours that we stand for and to which we aspire. Our behaviour in the workplace is critical in supporting the College to achieve its goals and creating a healthy work environment where people can enjoy coming to work and being productive in their roles. Our framework acknowledges that behaviour is important in the context of yourself, your colleagues and your work across our core values of *care and goodwill*, *accept responsibility*, *partnerships and teamwork*, and *embrace innovation*.

Care and goodwill	Accept responsibility	Partnerships & teamwork	Embrace innovation
<p>Show regard for your own well-being and understand that your own self-care impacts others.</p> <p>Seek enjoyment and satisfaction from work achievements and interactions with others.</p> <p>Be mindful of your work/life balance and that of others.</p>	<p>Acknowledge and learn from your mistakes.</p> <p>Take the initiative to address things that are not working.</p> <p>Be a positive role model for others in terms of workplace behaviour.</p> <p>Demonstrate resilience in times of adversity.</p>	<p>Appreciate that others depend on you to do your job.</p> <p>Act with humility and professionalism.</p> <p>Think about how you can change your behaviour to improve workplace relationships.</p> <p>Initially try to resolve differences with colleagues yourself.</p>	<p>Be open to new ideas and different ways of working.</p> <p>Be curious to seek, learn and discuss new ideas to help broaden your thinking.</p>
<p>Treat all with courtesy, empathy, respect and kindness.</p> <p>Show regard for the wellbeing of others.</p> <p>Assume the best of your colleague's intentions and give them the benefit of the doubt.</p>	<p>Be proactive and responsive in assisting others.</p> <p>Be honest and tactful in interactions with others.</p> <p>Define responsibilities clearly when delegating or accepting tasks.</p> <p>Seek support or give support where required.</p>	<p>Support equity and diversity.</p> <p>Build collegiality and be welcoming of others.</p> <p>Look for ways to help others succeed in their roles, within and across teams.</p> <p>Acknowledge the contributions of others.</p> <p>Share information and communicate openly and clearly.</p>	<p>Collaborate with others to develop new ideas.</p> <p>Help others handle change and involve them so they have confidence and feel ownership.</p> <p>Consider the views of others.</p>
<p>Take pride in your work.</p> <p>Seek to understand and communicate the value of your work.</p>	<p>Follow through on what you say you will do.</p> <p>Inform colleagues and stakeholders if your work will affect them.</p> <p>Take the time to plan and prioritise your work.</p>	<p>Collaborate and consult with others to achieve outcomes.</p> <p>Understand your clients and stakeholders and what they need.</p> <p>Access the expertise available to you through others.</p>	<p>Contribute new ideas and be forward looking.</p> <p>Look for ways we can improve.</p>

