



Supporting a Healthy Work Culture

Oregon Environmental Council's Team Charter:

Our greatest strength is our people; we build strong working relationships across the organization. To achieve this, we commit to...

Each Other:

Accountability. Follow through on commitments. Make the best use of your time and effort. Be relationship-oriented and results-oriented. Communicate with relevant parties if timelines or tasks need adjustment. Seek help if you're unsure about a decision or what to prioritize.

Shared responsibility. Everyone is jointly responsible for the health of the organization. Help make the organization run effectively, efficiently and comfortably in a way that builds connection and community. Be an advocate for the organization.

Respectfulness. Value the jobs others are doing. Acknowledge and openly appreciate each other's talents and achievements. Listen to understand. Respect different opinions and recognize it is okay to disagree. Be sensitive. Show consideration for each other's time and feelings.

Inclusiveness. Welcome and include all races, ethnicities, affiliations, identities, and experiences, which means being open to different cultures, norms and ways of doing things. Be aware of your own biases and work to create an organizational culture of inclusiveness. Speak up in response to racist or biased attitudes or behaviors.

Involvement. Involve colleagues in matters you know affect them. Keep each other's needs in mind when making decisions. Consider using project management and accountability tools for coordinating complex projects. Ensure that there is time for participation and feedback.

Conflict resolution and problem solving. If you have a conflict or disagreement with someone, address it with them in a timely and constructive manner. Rather than avoid uncomfortable conversations, use appropriate conflict resolution tools. If the situation warrants, initiate the formal grievance process.

Open Communication:

Engagement. Communicate directly. Make space for and encourage people to speak, be heard, engage, and ask questions. Welcome contributions from everyone, as a variety of perspectives will only strengthen our work. Be an active listener.

Clarity. Speak to create understanding. Strive to ensure that all have a clear and shared grasp of issues held in common. Honestly and respectfully say what's true for you. Be aware that people have different communication styles and sometimes you will need to adapt your style in order to be understood by others.

Free information flow. Share relevant information; if you aren't sure what's relevant to your colleagues' work, ask. Recognize that your colleagues' effectiveness often depends on information flow from you. Ensure that information is provided, and avoid 'surprises' of consequence. Don't hoard knowledge, skills, or partner relationships.

Continuous Improvement:

Feedback and Evaluation. Evaluate yourself and others honestly. Give and take feedback, developmental as well as appreciative. Respect that others learn and change, and recognize improvement over time.

Ongoing Learning. Expand your interpersonal, technical, and professional skills. Expect a fluid/dynamic workplace, not a static one. Recognize that there are different ways and approaches to achieving our goals; we do not seek a one-size-fits-all approach. Develop an understanding of the big picture. Think creatively and take risks. It's okay to try and to fail. We are not perfect and shouldn't strive to be. Acknowledge your own mistakes and learn from them.

Positive Outlook:

Empowerment. Leave as much discretion as possible to those doing the work. Be prepared to provide support for others as needed. Assume people are acting in good faith unless proven otherwise. Support decisions you have elected not to be a part of.

Leadership. Motivate others by example or through interactions. Seek to empower others, sharing power where appropriate. Commit to your own growth and the growth of others. Help your colleagues develop and perform as highly as possible. Help others learn from your mistakes as well as your victories.

Fun. This work is challenging, slow, and hard. If we lose our joy in life, we will never reach our goals. Find fun in your work and your colleagues. Laugh with and enjoy one another. Play pranks, indulge in whimsy, make time to relax together.

Compassion. Recognize our collective humanity. Each of us has a life outside of work; provide support where welcome, respect privacy where desired. Develop a healthy work-life balance and support the work-life choices of your colleagues.