

UCL WAYS OF WORKING FOR PROFESSIONAL SERVICES STEPS TO DEVELOPMENT



| PERSONAL EXCELLENCE | |
|---------------------|--|
| Commitment | |
| Outstanding Service | |
| Integrity | |

| WORKING TOGETHER | |
|------------------|--|
| Communication | |
| Collaboration | |
| Shared Learning | |

| ACHIEVING OUR MISSION | |
|-----------------------|--|
| Vision | |
| Innovative Practice | |
| Ownership | |

STEPS TO DEVELOPMENT

GRADE 5

Ways of Working Steps to Development

support hinder

| PERSONAL EXCELLENCE | | GRADE 5 |
|--|---|---------|
| Supporting Indicators for Personal Excellence | Being committed to UCL and taking pride in your work. | |
| Examples of behaviours that may hinder Personal Excellence | <p>^} cá!^ ^Á•æcä•, ^âÁ, äc@Á^ [~!Á, [! \ÉÁ { ^æ} ä} *Á ^ [~!Á& [}, ä^} & ^!æ} äÁ, ^ Éä^ä} *Á { æ^ Ä^Ä</p> | |
| Steps towards development | <p>Væ \ ^Äcä { ^Äc [Á! ^' ^&cÄ [} Á, @æcÄ^ [~Á, æ} cÄc [Äà^Ää [ä} *Ää} Äc@^Ä~ c~! ^ÉÁ Y @æcÄä [Ä^ [~Ä^} b [~ÑÄ Y @^! ^Äæ! ^Ä^ [~Ä&@æ ^} * ^äÑÄ Y @æcÄä^Ç^ [] { ^} cÄä [Ä^ [~Ä} ^ÄäÄc [Ä~], Ä^ [~! Ä&æ! ^Ä! * [æ] •Ñ</p> | |
| Supporting Indicators for Personal Excellence | Contributing to keeping the workplace running smoothly and efficiently. | |
| Examples of behaviours that may hinder Personal Excellence | <p>&@æ} * ^•Äc@æcÄ& [~ äÄä} &! ^æ• ^Ä^~, &ä^} & ^È</p> | |
| Steps towards development | <p>] : [ä ^ { •Äc@æcÄ^ [~Ä { ä* @cÄà^Äæä ^Äc [Ä• [Ç^ÑÄU! Ää [Ä^ [~Äc^} äÄc [Ä ^æÇ^Äc@æcÄc [Ä [c@! •ÑÄÖ [{ ^Ä</p> | |
| Supporting Indicators for Personal Excellence | Being able and willing to recognise and report bullying, harassment and discriminatory behaviour. | |
| Examples of behaviours that may hinder Personal Excellence | C | |
| Steps towards development | <p>Ü^& [* } ä• ^Ä] æcc! } •Ä [-Äà^@æÇä [~! Äc@æcÄäi•æäÇæ} cæ* ^Ä•] ^&ä, &Ä*! [~] •Ä [-Ä& [^æ* ^•ÉÄ•cæ--ÉÄ ä^@æÇä [~! ÉÄQ-Ä^ [~Ää [Ä] [cÄ-^ ^Ä& [}, ä^} cÄc [Ää [Äc@äi•Ä, äc@Ä^ [~! Ä { æ} æ* ^! Äc@^} Äcæ \Äc [Ä^ [~! ÄPÜÄ ä} æäÇ^! c^} c ^Ääi•æäÇæ} cæ* ^•Äæ} [c@! Ä& [^æ* ^ÑÄV@ä} \Äæä [~cÄ@ [, Ä^ [~Ä&æ} Ä] [•äcÇ^ ^Ä ä} ' ~^} & ^Ää} Ä æ! * ^Ä [! Ä• { æ Ä, æ^•Ä, äc@ä} Ä^ [~! Äc^æ { Äæ} äÄ { [ä^ ÄæÄ& [] •ä•c^} cÄæ}] : [æ&@Ä</p> | |

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| Supporting Indicators for Personal Excellence | Being able to multi-task, effectively keeping various tasks in hand at the same time | |
| Examples of behaviours that may hinder Personal Excellence | Yæ}cä} *Äc[Ä•cæ!clæ}äÄ, }ä•@Ä[] ^Äcæ•\ÄæclæÄcä { ^Ä | Yæ}cä} *Äc[Ä• |
| Steps towards development | hinder Personal Excellence | |
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