# BASIC PROFESSIONAL BEHAVIORS

## *Self-assessment.*

*Rank the eight behaviors from easiest (1) to most difficult (8).*

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| **Professional behaviors** | **Easiest (1) to**  **most difficult (8)** |
| **Showing Respect:**  Treating everyone with the same respect. Having an inclusive mindset regardless of differences in personality etc.  Assuming others are doing their best. |  |
| **Showing Humility:**  Being humble and respectful of the work and decisions made in the organization before you. Being receptive to the opinions of others—and less defensive of your own. |  |
| **Showing Interest in Others:**  Using people’s names, giving a helping hand, showing interest, etc. Being kind without expectation or assurance of getting anything in return. |  |
| **Socializing:**  Participating in social activities.  Seeking out social and informal interactions, so you and your colleagues can get to know each other. |  |
| **Seeking the Positive:**  Seeking or having a channel open to other people, things, and accomplishments to enjoy, admire, be grateful for, take pleasure in, or feel elevated by. |  |
| **Expressing Appreciation:**  Expressing appreciation when you feel it. Letting others know when they do something you appreciate. |  |
| **Having Fun:**  Having fun at work. Bringing humor to work.  Laughing with people and finding enjoyment together. |  |
| **Being Open to Change:**  Accepting that there will be changes and that you will routinely need to unlearn and relearn. Being open-minded and embracing change. |  |

REFLECTION

How can you best make use of those behaviors that come easy to you?

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What can you do to improve on those behaviors you find difficult?”

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