QUALITIES TO CULTIVATE

✓ Understand mandate
✓ Man of integrity
✓ Team player
✓ Be ethical
✓ Be motivated
✓ Positive attitude
✓ Discipline
DISCHARGE YOUR MANDATE

- All activities related to your job.
- Activities incidental to the job.

“Nothing great was ever achieved without enthusiasm”
RW Emerson

“Knowing is not enough; we must apply. Willing is not enough; we must do”
JW Von Goethe
BE A WORKER OF INTEGRITY

• Honest, Reliable, Trustworthy
• Does what is right
• Not easily influenced by others
• Does not take the easy way
• Goes an extra mile
• Values others

“The world admires and benefits those that have high integrity”

Stan the Mann
BENEFITS OF HIGH INTEGRITY

- You are happy; peaceful in mind, not guilty.
- Feel satisfied at having done the right thing.
- Gain trust and respect.
- Don’t get others into trouble unnecessarily
- Become a good example and inspire others.
- May get rewarded – promotion, awards, money.

“ It is well to think well. It is divine to act well”

Horace Mann
CONSEQUENCES OF LOW INTEGRITY

- May get into trouble with the law / systems.
- Bad reputation.
- Feel guilty.
- Lose others’ trust and respect.
- Result in problems; accidents, injury, death.
- Get others into trouble.

“The more difficulties one has to encounter, within and without, the more significant and the higher in inspiration his life will be”

Horace Bushnell
BE A TEAM PLAYER

- Commendable and exemplary character
- Enthusiastic and dedicated to the task
- Discipline, consistent, tolerant, tranquil, persistent
- Decision maker: logical, analytical and positive
- Visionary and goal oriented
- Knowledgeable, proactive, committed to excellence
- Inspire teamwork – Good interpersonal skills.

“I cannot give you the formula for success, but I can give you the formula of failure……which is Try to please everybody”

HB Swope
ETHICAL WORKERS

- Moral, honest and accountable
- Walk the talk and take responsibility of their actions
- Have courage to do the right thing
- Are authentic, transparent and honest
- Lead with integrity
- Responsive and communicate well

“Great things are not done by impulse but by a series of small things brought together”

Vincent Van Gogh
BE MOTIVATED

- Set **SMART** realistic goals
- Start small, think big
- Count your blessings
- Stop procrastinating
- Track your progress – congratulate yourself
- Believe in yourself – Yes I can

“Without inspiration, the best powers of the mind remain dormant. There is a fuel in us which needs to be ignited by sparks”

JG Von Herder
HOW TO MOTIVATE YOURSELF

“People who are unable to motivate themselves must be content with mediocrity, no matter how impressive their other latents”
Andrew Carnegie

- Have a cause
- Have a dream. A big dream
- Run your own race
- One thing at a time – Important things first
- Take one more step
- Let go of the past

“Finish each day and be done with it. You have done what you could”
Ralph Waldo Emerson
HAVE A POSITIVE ATTITUDE

Have the right attitude and viewpoint:

- Take problems positively.
- Think solutions.
- Do it now: Past is gone, future is yet to come.
- Feed on hope – Be optimistic.
- Be enthusiastic.
- Motivate others.

“Nothing can stop the man with the right mental attitude from achieving his goal; nothing on earth can help the man with the wrong mental attitude”

Thomas Jefferson
BE A DISCIPLINED ACHIEVER

• Positive outlook
• Strong belief in self (inspired)
• Continue learning – Continuous improvement
• Ability to plan – Time management
• Taking risks
• Patience and persistence
• Vision and imagination

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HB Swope