

Culture Canvas

Lithgow Community Projects Inc.

Culture Canvas

How we make decisions

- Compliance is key (we need to ensure we use the correct guidelines or policy)
- The right person makes the decision
- We consult with those it will impact significantly
- We ensure that the relevant people are informed of relevant decisions
- Decisions need to have context and clarity
- We apply consistency and don't let emotions or time pressure our decisions
- We have acceptance and look for the positive and react professionally in any decision – even if we didn't agree with it

Our Meetings

- Meetings have a purpose, agenda and outcome
- Be prepared
- Meetings are used as a good point of connection for the team
- Meetings are prioritised in calendars but there is understanding around competing priorities
- Meetings are device and distraction free as much as possible
- All attendees are engaged and encouraged to participate
- Speak up

Our Norms and Rules

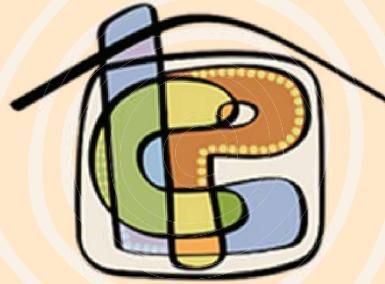
- Good mornings and Good-byes
- Self-reflection and accountability
- We are all hands-on-deck and work as a team
- We have each others back
- Everyone is equal
- Flexibility and autonomy are vital
- It's OK to leave work at the door
- Fun and light-hearted is important
- We will put honesty before harmony
- Be kind ... always

Our Priorities

- Our team's wellbeing
- Our clients and community
- Our purpose
- Our values

Our Purpose:

We exist to make a positive difference in the lives of others



Our Values:

- Integrity
- Equity
- Respect

Behaviours

We reward:

- Values aligned behaviour
- Teamwork
- Positivity
- Balanced approach
- Curiosity
- Professional boundaries
- Open communication

We reject:

- Misalignment to values
- Underperformance
- Unproductive negativity
- Burnout
- Gossip and judgement

LCP Rituals

- Birthday celebrations
- Anniversaries = day off
- End of year celebration
- Welcomes and farewells
- Staff wellbeing focus quarterly
- 3 year strategic plan with annual reviews
- Fortnightly staff meetings
- External supervision and internal case reviews
- Wellbeing check-ins
- Lock out lunch breaks

How we give/receive Feedback

- Feedback is considered and purposeful
- We ensure we give positive feedback as well as constructive
- We are open to receiving feedback
- Feedback is an opportunity for growth
- Feedback is given respectfully
- Feedback is timely but not reactive
- We press pause, before giving and when receiving. Have a chance to digest before responding.

Protecting our Psych

- Check in with each other
- Assume positive intentions
- Safe to speak up
- Everyone is valued
- Diversity is a positive
- Discomfort is OK
- It's OK to not be OK or to need a chance to look after ourselves
- Give ourselves grace to be human