## Leadership Role in Shaping Culture/Attracting/Retaining

Leadership sets the tone- Embody the values and ethics they want to see in employees (respect, integrity, & transparency)

Communicate the vision and values clearly- Provide multiple methods for employees to learn about the vision & values

Encourage open communication- A culture of open dialogue empowers employees

Acknowledge efforts and achievements- Develop a recognition system that recognizes individual and team accomplishments

Recognize work-life balance- Flexible work hours, mental health days, and social experiences

Encourage innovation and creativity- Encourage employees to contribute unique solutions. (brainstorm, innovation challenges, supportive feedback mechanisms)

## Employee's Role in Enhancing Culture

Embrace the Core Values- internalize the organization's values and reflect them in their daily practice

Engage in Constructive Communication- communicate effectively, offering constructive feedback, and collaborating to resolve conflicts

Participate Actively- participate in program initiatives, events, and discussions

Support and Collaborate- Learn from each other and help each others growth, create a synergistic work environment

Be an advocate for positive change- Be proactive in suggesting improvements, demonstrate responsibility and commitment to the company's values