

Personal Leadership

Expected behaviours	Behaviour descriptors
<p>Lead collectively</p> <p>Seek and build key relationships, work together, and focus on the greater good.</p>	<ul style="list-style-type: none"> • You understand how your work fits in the public sector and recognise your role in delivering value for the future of Western Australians. • You acknowledge the relationship between your work and the value it contributes to your team. • You understand your agency's objectives and can express how your work relates and contributes to achieving operational excellence for your agency. • You identify opportunities for improvements in your team, ensuring the work and services you provide always add value to Western Australians. • You complete your work to a high standard and ensure information is accurate. • You recognise the shared purpose of the policies and procedures in the sector, and follow your team's policies and procedures. • You proactively build strong working relationships with members of your team and use these relationships to achieve your objectives and deliverables to a high standard.
<p>Think through complexity</p> <p>Think critically, work with ambiguity and uncertainty, assess solutions and impacts, and take calculated risks</p>	<ul style="list-style-type: none"> • You think critically and strategically to solve problems and enhance effectiveness. • You think through complexity by following set procedures and applying your knowledge, skills and experience to identify problems as they arise. • You use information and analysis to initiate problem resolution and seek guidance as necessary. • You understand and respect the need for compliance to minimise risk in your team. • You approach problems with systematic thinking and seek alternative options before implementing solutions. • You know where to find relevant information and use a common sense approach to research and analyse, and then make evidence based recommendations. • You are solutions focused and seek guidance to explore the likelihood of your intended outcome. • You are accountable and take responsibility for your decisions and actions.



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<p>Dynamically sense the environment</p> <p>Be in tune with the political, social, and environmental trends that impact the work; understand and recognise the needs of others and leverage relationships for desired outcomes</p>	<ul style="list-style-type: none"> • You listen to and understand the needs of others in your work environment. • You recognise changes that affect your ability to deliver your work. • You adjust priorities and pace with guidance when necessary to ensure you contribute to delivering value for your team. • You seek to understand expectations and problems by listening actively and asking clarifying questions. • You engage in your work environment with a positive and open mind, acknowledging that your approach may not be the only effective approach. • You seek to understand issues and problems before reacting and discuss them thoughtfully with your team. • You communicate clearly, presenting relevant technical and professional information without jargon. • You adapt your communications style and language depending on your target audience, negotiating confidently and respectfully.
<p>Deliver on high leverage areas</p> <p>Identify priorities, pursue objectives with tenacity and display resilience in the face of challenges.</p>	<ul style="list-style-type: none"> • You pursue with tenacity the high leverage priorities that are essential to your work and agency. • You identify the tasks and priorities of your work that are in line with the priorities of your team. • You reschedule and reprioritise your work on a daily basis with guidance if necessary to reflect changes in your team environment. • Under the supervision of your manager, you work to meet specified timelines and priorities, completing your work to a high standard. • You respond openly to directed changes. • You explore new methods and approaches to your work. • You proactively share your learnings with your team, contributing to the effectiveness of work practices. • You take responsibility for managing your work to achieve results, keeping others informed of your progress. • You persevere with your work tasks, displaying tenacity to see tasks through to completion. • You display personal resilience to overcome obstacles and challenges, seeking support from your manager when necessary.
<p>Build capability</p> <p>Proactively develop others; share learning to promote efficiency and effectiveness; and champion diversity and inclusion.</p>	<ul style="list-style-type: none"> • You actively contribute to the development of your team’s capability, ensuring you support your team members. • You provide technical and professional support to your peers, making time to mentor others in your team. • You engage in processes and activities that grow the team’s capability and effectiveness. • You are approachable and receptive to all members of your team. • You acknowledge the value of diversity in your team, and support the promotion of diversity and inclusion in the sector. • You recognise your role in and contribution to creating a healthy culture in your team environment.

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<p>Embody the spirit of public service</p> <p>Display empathy, compassion, humility and integrity, and a genuine passion for the work; demonstrate a responsibility to Western Australians; and work in the interest of the public good.</p>	<ul style="list-style-type: none"> • You display and embody the spirit of public service in all your decision making, interactions and professional activities. • You show empathy and compassion, integrity and humility. • You are excellence oriented and deliver results for your team. • You promote and show respect for the sector in completing your tasks and recognise that your interactions and service delivery have a direct impact on the reputation of the sector. • You complete your work practices in accordance with the policies and procedures of your work area, seeking clarification and guidance as necessary. • You role model respect for the spirit of service, and encourage and support your peers to consistently behave in line with the ethics of the sector.
<p>Lead adaptively</p> <p>Continuously seek to understand personal strengths and areas for improvement, be adaptive to change and adjust leadership style in different contexts.</p>	<ul style="list-style-type: none"> • You are continually learning and adjusting your approach to be effective in the changing work environment. • You lead adaptively by acknowledging the impact of your work style on others in your team. • You seek ways of modifying your behaviour to improve your effectiveness with your manager and team members. • You acknowledge the importance of understanding yourself and your work preferences, exploring your strengths, weaknesses and potential blind spots with your manager. • You demonstrate a willingness to extend your knowledge, skills and technical expertise to support your development, seeking guidance when necessary. • You participate in learning opportunities, reflect on your learnings and, with appropriate support, actively implement them. • You are responsive to change in your work environment. • You regularly seek feedback on your performance and practices from your manager and peers, and respond appropriately.