



The Riverview Credo

1. **Be honest and kind** – Treat others the way you would want to be treated. Assume positive intentions in your colleagues as a default position. If you must have a difficult conversation, do so with empathy and respect, and seek to understand. Be honest, open, and truthful about your purpose and intentions. Communicate openly, freely, and often. If you have an issue with a colleague, address it with them first. If you cannot resolve your issue, seek others to provide insight and support as needed.
2. **Be humble and serve** – Your role is to serve the students, staff, and community, and that role is no more important than anyone else's in the District. Serve others through empathetic service, placing the needs of others before your own. Avoid using the word "I," as serving the greater good requires a "we" mentality. Entities in the schools are not yours; they are ours. Work behind the scenes and allow others to bask in the sunlight of success. Take ownership of your mistakes.
3. **Be dependable** – Follow through every time. If you tell someone you are going to complete a task, do so in a timely and efficient manner, and complete the task with fidelity. Reliability and dependability will allow you to earn the respect of those around you. If a teammate asks you for something, put down what you are doing and do your best to tend to their needs before your own.
4. **Work hard** – Our work is of paramount importance. Work hard while balancing the needs of your family, your loved ones, and yourself. Maximize your efficiency and put as much energy as you can into the work. We owe the students and families in our communities our very best. Be willing to roll up your sleeves, and never ask anyone to do something that you are not willing to do yourself. Work hard, and be focused and present all day, every day.
5. **Communicate in a timely fashion** – Return ALL emails and phone communications within one business day of receiving them. This is reasonable, respectful, timely, and practiced in most places of business. If you feel it will take longer to satisfy an email or request, send a receipt of the communication within one business day along with your plan for addressing the issue in an amount of time you consider to be reasonable, given the request.
6. **Build capacity** – Positive working relationships allow us to provide support and cultivate fertile ground for others to grow. Clear out obstacles for others to exercise their strengths and be patient and supportive in areas of weakness. If you lack the specific knowledge to provide assistance, own it and utilize colleagues and/or seek out others as needed. Showing vulnerability is a strength, not a weakness.
7. **Get involved** – Be engaged in the continuous improvement process and enjoy the work. Avoid complaints without providing viable solutions. Provide open and honest feedback, and join committees designed to elicit your thoughts and ideas. Take on more meaningful and impactful roles, get involved in the decision-making process, and trust and validate the work of those who help the system to grow.
8. **Distributive leadership** – Leadership should be dynamic, thoughtful, humble, and progressive. Leaders should remain approachable and collaborate well and often. Leaders will work collaboratively to gather ideas, consider historical and institutional knowledge, and utilize the skillsets of others. Utilize our leaders to provide guidance, support, and insight. They are here to support you. Learning from others must be as important as others learning from you.
9. **Have fun** – Smile, be positive, have fun, and appreciate the experience of working collaboratively to create the very best environment for students. Always remember that this work is honorable, makes a profound impact on the world, and allows us to serve the greater good. Do your best to make the job fun for yourself, your colleagues, and the students.