

## Animal Aid's Workplace Culture Agreements

At Animal Aid, we are passionate about assisting companion animals and the people who give their hearts, homes, and resources to their wellbeing. We are dedicated to creating an atmosphere in and out of the workplace that is positive and fulfilling for staff, volunteers, visitors, supporters, partners, and pets. We seek to achieve this through the following set of beliefs:

- We believe in providing the highest quality care and dedication to our animals.
- We believe in setting goals that promote the sustainable success of our operations.
- We believe this work is challenging and requires teamwork and each other's support.
- We believe in innovation and the need to adapt to better serve our community.
- We believe in treating everyone with respect and compassion, even if we disagree.
- We believe in avoiding gossip, acting with empathy, and finding common ground.
- We believe a little bit of good-natured humor and laughter goes a long way.
- We believe in honoring each other's strengths and helping each other learn and grow.
- We believe in transparency and the need to work collaboratively and democratically.
- We believe in addressing problems honestly, respectfully, and constructively.
- We believe in giving feedback with kindness and without judgment.
- We believe in accepting feedback with openness and humility.
- We believe in the need to avoid assumptions and cultivate an atmosphere of engagement, encouragement, and education.
- We believe in setting clear expectations of individual and group efforts.
- We believe in open communication and acknowledging our mistakes so that we can learn and grow, both individually and as an organization.
- We believe in giving each other the benefit of the doubt, assuming best intentions, and asking for clarification when needed.
- We believe in asking for help when we need it and giving help when we're able to.
- We believe in addressing problems, not attacking people, and being sensitive to the place each person is coming from.
- We believe in respecting each other's time and workspace and creating welcoming, inclusive shared spaces.
- We believe in recognizing each other's unique contributions and expressing gratitude to the people who make this work possible and enjoyable.