

Dr. Daniel Primožic's Virtues of an Ethical Workplace  
Spring 2019 opening convocation January 7, 2019

- **Respect:** Showing moral regard, esteem, concern, attention, and courtesy to all in the dispatching of your workplace duties;
- **Humility:** A profound lack of arrogance, pride, haughtiness, *hubris*, self-regard and self-aggrandizement in doing one's job;
- **Competence:** Having the training, education and wherewithal to accomplish the duties of one's job.
- **Responsibility:** Taking responsibility, both personal and professional, for what happens "on one's watch."
- **Trustworthiness:** To be worthy of the confidence of others. To be dependable;
- **Consistency:** Acting in a manner that does not contradict how one has already acted in previous, similar circumstances.
- **Honesty:** Everything one says must be true and nothing can be false.
- **Candor:** Sharing everything one knows about the issue, still keeping within the bounds of honesty.
- **Transparency:** Being honest and open with information and one's decision making processes, regulations and expectations;
- **Discretion:** Knowing when to share information about others, with whom one should share that information and otherwise to keep that information private;
- **Discernment:** Knowing what to do, how to do it, when it is appropriate to do, whether it is appropriate to do it, knowing with whom one should be doing it and when not to do it at all;
- **Wisdom:** Having much information, knowledge, education and expertise and, most importantly, having the experience and discernment to know how to best use that knowledge;
- **Compassion:** To be able to be kind-hearted when appropriate.
- **Passion:** Having a profound and driving love for one's profession.
- **Loyalty:** Professionals and leaders must be loyal to their students, their colleagues, the public to whom they owe a fine, professional job, to those whom they lead, to their profession itself, to the city or town bureaucracy of which they are a part, to their superiors, to their own families, and, finally to themselves;
- **Vision:** To be able to imagine that which is not yet real, yet that which is a valuable goal or desire.
- **Open-mindedness:** To be able to hear and incorporate new and a broad range of diverse ideas, even if those ideas may come from new and unfamiliar sources;
- **Emotional intelligence:** Being able to react well and appropriately, emotionally speaking. This was once known as "continence" (or self-control);
- **Justice:** Being fair, equitable, consistent and coherent;
- **Patience:** It is closely related to the virtue just below;
- **Listening/Hearing/Understanding:** Being willing to lay aside one's own thoughts to listen, then to hear, then to understand the condition of another person. It is a process that begins with patience;
- **Diligence:** Doing what one says they will do, how they say they will do it, when they promise to do it. If they cannot keep their promise, they will dutifully find someone who can and will fulfill the promise;
- **Integrity:** The capstone virtue which weaves together all the other virtues into a coherent and reasonable whole of a person's character. The quality of being complete and undivided.