



Culture of Values Document

This document of organizational cultural values articulates principles of the work that we do. Staff developed an organizational cultures value document that lists the professional actions required to create a productive program spirit. It documents Bright Beginnings' way of how we will operate.

Our Vision

We envision a movement in which Bright Beginnings plays a leading role to restore and revitalize the quality of life for every homeless child and family in Washington, DC. The children we serve enter kindergarten ready to learn and succeed, and our program serves as a model for other communities in need.

Our Mission

Bright Beginnings is dedicated to meeting the immediate needs of children and families living in homeless environments and was established to:

- Provide children with a safe, nurturing educational environment,
- Prepare children to enter kindergarten ready to learn, and
- Support homeless parents to stabilize their home lives and become self-sufficient.

Guiding Principles

- To provide a safe and health learning environment,
- To promote family stability and independence,
- To ensure our own competence, and
- Act as one organization

COMMUNITY

Initiative

- We are mindful of our responsibility to acquire and share relevant information in our community (resource exchange).
- We celebrate initiatives to progress, share information and acquire knowledge.

Collaboration

- We collaborate on all levels (administration, teachers, evening care, and social service teams) to ensure that our mission and vision are accomplished.
- We utilize the resources, skills and experiences of members in the community.
- We maintain positive relationship in our community and with our community partners.

Supportive Environment

- We provide support to all components of Bright Beginnings' programs/services (e.g., evening care, Connections, Family Forums).
- We provide support to our community partners and we are knowledgeable of all services available to our families.
- We are mindful of the importance of everyone's responsibilities in the community.

Teamwork

- We recognize that meeting as an entire staff builds community.
- We strive to keep all members of the staff updated on Bright Beginnings' goals and relevant issues as they pertain to individual roles.

Compassion

- We celebrate differences in our organization and community in order to promote a sense of belonging within a larger group.
- We focus on the strengths our families/coworkers currently have, and partner with them to overcome any challenges they may face.

INTEGRITY

- We do what we say and say what we mean.
- We let our yes mean yes and our no mean no.
- We are committed to and insist on honesty.
- We have open communication.
- We take responsibility for our actions and our results.
- We are fair and consistent in all of our relationships.
- We live up to our words.
- We are proud of what we do.
- We are committed to providing young children with experiences that foster their healthy growth and development.

Compassion

- We continue to work towards success within our community, keeping in mind we are life-long learners.

COMMUNICATION

- We use “I” statements and take ownership for what we say.
- We understand the child developmental process and model behaviors to teach effective communication.
- We greet all members of our community (staff, families, children, etc.) in a positive, respectful and mindful manner.
- We greet colleagues, know them by name, and we make an effort to know the whole staff of Bright Beginnings.
- We have an understanding of our business and what we do. We know how standards affect policies.
- We make expectations and policies clear and specific.
- We make every effort to provide information on child development policies.
- We take a step back to look at the whole picture
- We include all perspectives
- We value the opinions and experiences of others.
- We ask questions and listen to responses.
- When conflict arises we address the situation in a straightforward, non-confrontational, respectful manner.
- We don’t always call supervisor to resolve conflicts; we attempt to resolve with effective communication.
- When appropriate we seek input from all levels (participatory decision-making when appropriate)
- As supervisors we remember to ask and not always just tell.
- We collect thoughts and emotions before addressing conflict. We remember the practice of yoga: Breathe; relax; feel; watch; allow.
- We accept and stay open to inquiries.

Compassion

- We listen to others’ viewpoints without imposing our own

RESPECT

- We acknowledge everyone's individuality while continuing to uphold the mission and vision of Bright Beginnings.
- We acknowledge and validate each individual's professional and personal styles, feelings, etc. – without taking things personally.
- We maintain confidentiality within the organization and the community.
- We are respectful of all our stakeholders by recognizing each individual's diversity, differences and communication styles.
- We respect others space, time and professional and personal preferences.
- We respect that we all have different rates of learning and development.
- We acknowledge everyone's presence in a respectful manner.
- We respect that everyone's teaching style is different, and are respectful of the individuality of style as long as we are following the curriculum.
- We are constructive in our criticism; we prefer to encourage.
- We are authentic.
- We always act in a professional manner.
- We provide encouragement, praise and ongoing appreciation to the members of the Bright Beginnings community. (e.g., kudos board, certificates/awards, stickers, etc.)
- We respect ourselves and know who we are as an individual.
- We recognize our self-worth.

Compassion

- We acknowledge efforts to change and grow.
- We act kindly, gently and positively with one another in order to uplift one another.
- We help one another in an empathetic fashion.

PROFESSIONALISM

Consistency

- We do what we say we will do

Confidentiality

- We maintain confidentiality

Knowledge

- We are life long learners
- We seek to increase our knowledge in our given fields by pursuing further education and professional development opportunities.
- We share our knowledge with each other.
- We aim for continuous improvement and change to better serve our families.
- We strive to become experts within our roles.

Boundaries

- We know and honor the boundaries relevant to our roles
- We recognize that we have to uphold and maintain professional boundaries with the families and staff we work for/with.

Effectiveness

- We take pride in our work educating and supporting children and families.
- We take initiative and go the extra mile, even if it means taking a step outside of our job description.
- We seek ways to be pro-active instead of being complainers.

Accountability

- We take ownership for our actions.
- We learn from our mistakes.
- We do not lie.

Compassion

- We work towards understanding situations individually and responding appropriately and with loving kindness.