

Overview of ANR Human Resource Management Philosophy

STATEMENT OF ANR PHILOSOPHY

Staff Personnel Services within Agriculture and Natural Resources should reflect and be guided by principles and values which are consistent with the high quality of its research achievements. The following components are key elements of the Division's human resource management philosophy.

- The Division's staff resources are an integral component of creating an environment which supports excellence in teaching and learning, research and discovery, and public service.
- We respect the individuality of each staff member.
- We believe that staff members need to have the knowledge, resources, and authority to do their work well, on an individual basis or in a team setting.
- We value diversity in the workforce in the design and implementation of our personnel programs, services, and operations.
- We believe that the conduct of employee relations must support management's ability to maintain flexibility, efficiency and cost effectiveness while serving to treat staff members fairly and protect their rights.
- Staff Personnel Services policies, programs, and processes should be simple to explain, to understand, and to administer.
- Staff Personnel Service programs should foster effective communications and consultation with staff members on matters that affect them.

IN SUPPORT OF ANR'S PHILOSOPHY, THE DIVISION SUPPORTS EIGHT CORE VALUES

Agriculture and Natural Resources subscribes to the following Core Values. These Core Values have been identified by a work group of ANR Staff Members to establish a foundation for providing a workplace that is both productive and supportive.

- 1. Respect and Courtesy:** This includes awareness, acceptance, appreciation, recognition, understanding, and tact.
- 2. Trust and Trustworthiness:** This includes dependability, consistency, and clarity.
- 3. Honesty:** This includes authenticity, openness, directness, and sincerity.
- 4. Integrity:** This includes fairness, objectivity, and courage.

5. Professionalism: This includes excellence, responsibility, work ethic, and commitment to the organization.

6. Teamwork: This includes community, inclusion, cooperation, and positive attitude.

7. Creativity/Vision: This includes professional development, and lifelong learning.

8. Continual Improvement: This includes commitment, excellence, positive attitude, courage, and work ethic.

WHY PERFORMANCE PLANNING AND FEEDBACK IS IMPORTANT

The purposes of the Division of Agriculture & Natural Resources' performance management program are to:

- Provide a link between work planning for individual staff members and overall department and Division goals.
- Help staff members understand their job responsibilities and improve job performance.
- Recognize and reward staff member contributions, and foster professional development and career growth.
- Increase productivity and correct problems.
- Aid in the determination of merit increases.

The performance management approach outlined here involves participation by the supervisor and the staff member. Advantages to this method are that it:

- Communicates to the staff member ahead of time what is expected and the standards by which performance will be measured.
- Provides for staff member participation in establishing performance expectations and objectives.
- Helps to create a sense of responsibility and commitment for achieving agreed upon results.
- Provides for on-going communications between supervisor and staff member regarding progress toward objectives.