

Reflecting the principles that ground our approach to supporting each other while we work from home and do our best to offer our critical programs, services and supports, this is the Humber At Home pledge. We will:

1. Be respectful of individual circumstances and supportive of colleagues

- Demonstrate empathy and flexibility, recognizing that we are all balancing family and work responsibilities in a new way.
- Understand that there are times during the day that family or personal needs are the priority, and to let my colleagues and manager know when those times are, so they can plan accordingly.
- Be kind to people, knowing that we are all going to experience interruptions and are working from a variety of different spaces and with different types of technology.

2. Prioritize our own health and wellness

- Take care of our physical and mental health.
- Try and get outside each day.
- Ensure we block time to get away from work.
- Ask for help or access the resources available to us, if we need supports.

3. Be thoughtful about how we conduct meetings and use technology

- Be mindful of the length and frequency of meetings, understanding that being on video calls all day results in its own kind of fatigue.
- Be prepared that a colleague may need to step away from a meeting.
- Be respectful of colleagues' decisions around "camera-readiness."

4. Be dedicated to opening the lines of communication

- Connect regularly with our fellow team members and others.
- Take time to ask each other how we are doing and find ways to interact that are not solely work-focused.
- Give each other positive and constructive feedback.

5. Adjust our expectations and respect boundaries

- Be open to suggestions about new ways to collaborate and create.
- Be mindful about workload, knowing that both new tasks and requirements will continue to emerge.
- Listen to our team members who are struggling to balance work and other demands.
- Understand that we do not have all the answers and that as we respond to this unprecedented situation, we will need to remain nimble and open to new ideas and approaches.
- Recognize that while we all still have a lot to accomplish each day, expecting the same level of productivity each day from everyone is not realistic.