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COURSE BROCHURE

# Positive Work Ethic and Organisational Objectives Training Course

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Registered in the United Kingdom and Saudi Arabia

# Positive Work Ethic and Organisational Objectives Training Course

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Positive Work Ethic and Organisational Objectives is a 1-week training course for line managers, supervisors and human resources officers who want to turn integrity, reliability and diligence into measurable contributions, and who leave with a team work ethic charter. Organisations now depend on dispersed, fast-moving teams whose daily habits decide whether strategic targets are met. Jupiter Prime Training presents positive work ethic as a managed driver of results.

## Why Positive Work Ethic Matters Now

Three forces push work habits up the management agenda. Hybrid and shift-based arrangements reduce direct supervision, so dependability must be built into norms rather than enforced by presence. Customers, partners and auditors increasingly judge an organisation by the conduct of its frontline staff. Younger employees also expect purpose and fairness before they commit discretionary effort. An organisation that cultivates conscientious habits sees fewer missed handovers, steadier quality and stronger trust; one that ignores them pays through rework, absenteeism and reputational damage. The course rests on codes of conduct, behavioural expectations and objective cascades rather than slogans.

## Who Gains Most from Positive Work Ethic

- Line managers accountable for converting departmental targets into reliable daily output
- Supervisors responsible for punctuality, attendance and shift handover discipline
- Human resources officers who draft conduct policies and advise on disciplinary cases
- Team coordinators who set routines, deadlines and peer expectations
- Quality and service leads who link staff conduct to customer outcomes

Supervisory groups from one site gain most when they attend together and agree shared expectations across shifts.

## Positive Work Ethic Capabilities

Participants practise translating values such as honesty, diligence and ownership into observable conduct that supports organisational targets.

- Assess the conscientiousness gaps behind missed targets — departmental performance reviews
- Align conduct expectations with cascaded objectives — senior management and team members
- Design recognition practices that reinforce dependable behaviour — reward and engagement decisions
- Apply proportionate responses to lateness, negligence and integrity lapses — fair disciplinary outcomes
- Communicate a code of conduct in plain, role-specific language — new joiners and contractors
- Build a team charter with measurable conduct indicators — quarterly performance conversations

## Key Positive Work Ethic Terms

- Work ethic — the set of values and habits, such as diligence, honesty and dependability, that shape how people approach their duties.
- Code of conduct — a written statement of the behaviour an organisation expects from employees and the consequences of breaching it.
- Objective cascade — the process of breaking organisational goals into departmental, team and individual targets that connect daily tasks to strategy.
- Role-modelling — managers deliberately displaying the conduct they expect, so standards are learned by observation.
- Conduct indicator — an observable measure, such as on-time handovers or error rates, used to track whether expected behaviour is happening.
- Proportionate correction — a response to a lapse that matches its seriousness, intent and history.

## Positive Work Ethic Day by Day

## Day 1: Work Ethic and Organisational Purpose

- Organisational Values Statements — Translating Purpose Into Expected Conduct
- Objective Cascade Mapping — Linking Daily Duties to Strategic Targets
- Cost of Poor Conduct Review — Rework, Absence and Lost Customer Trust
- Generational Expectations Survey — Motivations Shaping Discretionary Effort
- Hybrid and Shift Work Patterns — Reliability Without Constant Supervision

## Day 2: Integrity, Accountability and Reliability Standards

- Code of Conduct Anatomy — Clauses Staff Read and Remember
- Responsibility Assignment Charts — Clear Ownership of Shared Tasks
- Punctuality and Attendance Standards — Fair Rules Across Roles
- Conflict of Interest Declarations — Protecting Impartial Decisions
- Diligence Checklists for Handovers — Reducing Errors Between Shifts

## Day 3: Leading by Example and Reinforcing Conduct

- Role-Modelling Self-Audit — Gaps Between Stated and Shown Behaviour
- Recognition Moments Design — Reinforcing Dependability in Real Time
- Peer Accountability Agreements — Team Norms for Commitments and Deadlines
- Ethical Dilemma Case Discussions — Choices in Retail and Healthcare Settings
- Conduct Indicators Dashboard — Tracking Behaviour Against Team Targets

## Day 4: Addressing Lapses Fairly

- Early Warning Signs Log — Spotting Disengagement Before Performance Drops
- Corrective Conversation Structure — Facts, Impact and Agreed Next Steps
- Proportionate Correction Ladder — Matching Responses to Seriousness and History
- Documentation of Conduct Cases — Records That Withstand Challenge
- Restoring Trust After Breaches — Reintegration and Follow-Up Reviews

## Day 5: Practising the Team Work Ethic Charter

- Applying the Objective Cascade — Team Targets for the Charter
- Applying Conduct Indicators — Measures for Each Charter Commitment
- Applying the Correction Ladder — Agreed Responses to Charter Breaches
- Charter Communication Plan — Launch Messages for Staff and Contractors
- Completing the Team Work Ethic Charter — Commitments, Measures and Owners

## Applying Positive Work Ethic After the Course

- Run a one-hour team session to agree conduct indicators for the coming quarter and link each to a cascaded objective.
- Hold two corrective conversations using the facts, impact and next-steps structure, and record the outcome in a conduct case note.

## Positive Work Ethic Questions FAQ

### What is positive work ethic and why does it matter to organisations now?

Positive work ethic is the habit of diligence, honesty and dependability that turns plans into delivered results. It matters now because dispersed and hybrid teams receive less direct supervision, so reliable conduct must come from shared norms, recognition and fair correction.

### Which roles gain most from positive work ethic training?

Line managers, supervisors and human resources officers gain most. They set daily expectations, handle lateness and negligence, and draft conduct policies, so they shape whether integrity and reliability actually support team and organisational targets.

## How does positive work ethic training differ from a course on employee discipline?

It focuses on building and reinforcing dependable conduct before problems arise. A discipline course centres on formal procedures after a breach, whereas positive work ethic training treats correction as one part of a wider system of expectations, role-modelling and recognition.

## What do you bring back from positive work ethic training?

You bring back a team work ethic charter. It links agreed conduct commitments to team targets, sets observable indicators, names owners and defines proportionate responses to lapses.

## Positive Work Ethic: The Way Forward

The team work ethic charter gives managers a shared reference for conduct expectations. Its first use is deciding which commitments matter most for next quarter's targets, with supervisors applying it daily. After the first review cycle, revisit the conduct indicators to check that they still measure behaviour that drives results rather than simple compliance.