



IVI values in everyday working life

Cooperation, team spirit, appreciation and respect are key values at work. In order to live this in everyday life, we adapt our behaviour accordingly.

Cooperation & team spirit

At the IVI, the focus is on collaboration. We are convinced that cooperation and team spirit are necessary to carry out our mission successfully and effectively. We know that the whole is greater than the sum of its parts. Therefore, we strive to achieve top performance by working together as a coherent team. By bringing together our different competencies, we create added value for the IVI and those who benefit from our work.

We mean:

- Approach problems jointly and flexibly and look for solutions, using the collective knowledge, expertise and experience of IVI employees.
- that we are ready to share information, knowledge and specialised knowledge within teams, interdepartmentally and with our external partners.
- the willingness to participate beyond the strict job description in collective initiatives and ventures in the interests of the IVI.

For me as an employee of the IVI this means in practice:

- I am open to new challenges, I listen to new ideas and alternative perspectives, and I also propose them.
- I am interested in the work of my colleagues and in topics that they deal with on a daily basis.
- I welcome the opportunity to exchange ideas with my colleagues, either formally or informally.

As a manager, I live these values in an exemplary manner:

- I promote a culture of openness and interdisciplinary work in my team.
- I encourage my team members to be curious and willing to better understand what others are doing.
- I give them the opportunity to take part in interdisciplinary projects and interdepartmental exchanges of knowledge.

Respect & appreciation

We appreciate the contribution of every single employee to the IVI's mission. Respect and appreciation are essential elements of cooperation and prerequisites for personal commitment and motivation at work. As a multicultural, multinational and multilingual institute, we value our diversity and consider it a strength. We therefore strive to ensure that everyone feels recognised and appreciated for the contribution they make.

We mean:

- Openness and readiness to listen to the views and opinions of others even if we do not share their opinion.
- Acknowledge that every employee of the IVI contributes to the fulfillment of the mission in their own way, with their own skills and individual characteristics.
- Accepting that perfection remains unattainable and that sincerity and a willingness to learn from mistakes are a sign of professionalism.
- Guarantee that care is also taken in regard to the environment, the material and the work infrastructure.

For me as an employee of the IVI this means in practice:

- I show professionalism by assuming responsibility for my own behaviour and I am aware of the effects my behaviour has on my direct work environment.
- I take responsibility for my mistakes and show tolerance for the mistakes of my colleagues.
- I contribute to a harmonious working climate by welcoming people, by being punctual, by taking time to explain my work and methods to new team members, and by involving myself in discussions.
- I maintain constructive, direct and respectful communication. I address problems quickly and directly with the person concerned.
- I make sure that I listen to people and their concerns before I express my own opinion.
- I am grateful for assistance that I receive.



As a manager, I live these values in an exemplary manner:

- I pay attention to the individual strengths of my team members, appreciate their contribution to the team's success and support them in developing their skills.
- I pay attention to my verbal and non-verbal communication in my team, with colleagues and external partners to the IVI.
- I strive to take objective, rapid and well-founded decisions and openly advocate them.
- I maintain, encourage and promote a feedback culture in my team and make time for team-building measures, training courses and joint learning activities.
- I maintain, encourage and promote a learning culture, in which errors are not sanctioned, but addressed and regarded as a source of individual and collective learning.
- I invest in the development of my «soft skills» (e.g. communication, conflict management and leadership).

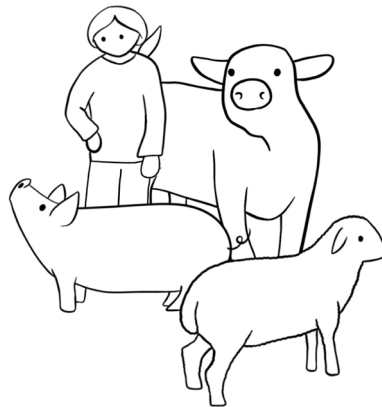


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