



Creating a Culture of Personal Accountability

Participant Workbook

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Introduction

Objective

- To understand how to create a culture of accountability where employees take ownership of results.



Agenda

- Define personal accountability
- Introduce the concept of being on or off the field
- What are the benefits to being on the field
- How to create a culture of personal accountability



Accountability

In this video, we are going to use the metaphor of sports to talk about taking accountability. When we choose to stay in the stands as a fan, we are choosing not to be accountable for the results we get. When we choose to be on the field, we are choosing to take personal accountability and ownership of the results.



What does accountability mean to you? Use the space provided here to capture your response.

How does it feel to encounter a situation where there is no personal accountability? Use the space provided here to capture your response.

Life is Easier in the Stands

- No one is yelling at you
- You don't have to work very hard
- There is no pressure to perform
- There is nothing that cannot be ignored
- No victory earned
- No pride of effort
- No impact
- Culture of blame

On the Field

What you do matters:

- You own the outcome
- Work a little harder to earn the results you want
- You have impact not only on the outcome but also on those who are on the field with you

Personal Accountability in a Team

Think of a time when you were in a team setting, growing up, or at work.

How old were you? What were the circumstances? Use the space provided here to capture your response.

Did you strive for your personal best in order to handle what you were responsible for? Use the space provided here to capture your response.

***Describe what it felt like being on that team.
Use the space provided here to capture your response.***

Teams Encourage Personal Accountability



Perspective

How does accountability show up? Use the space provided here to capture your thoughts.

What Really Happens in the Stands



Goals go unmet



Deadlines are missed







Quality declines



We get caught up in meaningless conflict and blame games


Four Elements for Establishing a Culture of Accountability

-  Establish clear expectations
-  Encourage growth and learning
-  Empower ownership
-  Be a role model of accountability


How can you build a culture of accountability? Use the space provided here to capture your thoughts.

Role Model

To foster a culture of accountability, leaders must demonstrate personal accountability

 **Results**

 **Action**

 **Belief**

 **Make Sense**

 **Experience**

Summary: Personal Accountability

- Personal accountability comes down to individual choice, to take the field or to sit in the stands
- The only place to have impact or ownership of results is on the field
- The culture on the field is one of accountability, teamwork, and achievement
- The culture in the stands is one of emotional ups and downs with no control, and is one of blame and avoidance
- Leaders can create a culture of accountability by taking personal accountability themselves

Key Takeaways

What are some of the key takeaways from today's course? Use the space provided to capture your response.

Contact Information

BD17 Contact Information: Write to us! We are always seeking to improve our learning and development products and encourage your feedback. Please email us with your suggestions and we will incorporate them into future work. Additionally, we are available to answer any questions about the content you may have and provide additional resources to support your learning endeavors.

- NAVFACHQTotalForceDevelopment@navy.mil

Development Resources

Career Compass Resource Center: An online source of information that provides NAVFAC civilian employees access to professional growth and development opportunities.

- <https://www.navfac.navy.mil/ccrc>

To access more content specific to the **Accountability** competency:

- <https://www.navfac.navy.mil/Accountability>

Career Compass Catalog: an online tool which provides you with information to help you take ownership of your professional development. It identifies options to assist in planning and creating a successful career path within NAVFAC.

- <https://www.navfac.navy.mil/ccc>

Course Credit

You will receive credit for participating in this course. Email the address below. Make sure to include all the following information:

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Course Name	Creating a Culture of Personal Accountability
Course Completion Code	6gW+M@

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