



A Union of Professionals

WORK SHOULDN'T HURT

Developing a Vision and Mission Statement

Vision and Mission Statement Worksheet

Activity Instructions: Individually, fill out your ideas regarding the vision and mission of the Health and Safety Committee. You'll have around 15 minutes to think about this. Then, find a partner and share your ideas and revise your statements to reflect your new collaboration. Use the following questions to evaluate the effectiveness of your draft vision and mission statements:

- Could someone reading your statements recognize that it is your committee's vision and mission and not another's?
- How might your statements help your committee make decisions about its priorities, actions and responsibilities?

You'll have about 15 minutes to do this. Then, you'll discuss everyone's ideas and refine them into a single vision and mission statement.

"Vision" is a guiding image of success. It is pursuit of this shared image of success that inspires, motivates and guides people to work together. Some criteria to guide in developing and assessing the effectiveness of a vision statement are:

- It answers the question, "What will success look like?"
- It is compelling.
- It challenges and inspires the group to stretch its capabilities to achieve its purpose.
- It focuses first on the group to be served or impacted.
- It describes what the organization will look like when functioning effectively.

Consider the following:

Think about the committee's **"values,"** which are beliefs that your committee's members hold in common and endeavor to put into practice. Values guide your committee's members in performing their work. They answer the question—"What are the basic beliefs that we share as a committee?"

Examples of key action words to use in vision and mission statements:

- Collaborate
- Empower
- Engage
- Achieve
- Instill
- Develop

The **American Federation of Teachers** is a union of 1.7 million professionals that champions fairness; democracy; economic opportunity; and high-quality public education, healthcare and public services for our students, their families and our communities. We are committed to advancing these principles through community engagement, organizing, collective bargaining and political activism, and especially through the work our members do.

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