

# dependability:

fulfilling what i consented to do, even if it means unexpected sacrifice

## tackle the task wholeheartedly

Dependability *n* 1: quality of that which can be counted upon; able to be leaned upon 2: reliability 3: trustworthiness

Dependability is maintaining consistency in life and fulfilling your word that makes your promises reliable so that others can “hang” their plans on them.

Dependability is *accepting* full responsibility for a goal, *seeing it through* to fulfillment, and then *standing behind* the result.

Rather than concentrating on all the reasons for not doing a given task, dependability embraces work willingly and finds ways to get the job done.

Dependability is letting questions and complaints be sparse. Instead of finding creative excuses, devote your creative energies to getting the job done.

Break down each task into steps, and do the most important things first each day. Do not procrastinate or wait for a “more convenient” time.

Finish the job...with a good attitude. This might require extra hours, more effort, or added cost. Recognize the value of being a person who keeps his or her word. If you can't meet a deadline, address the issue, so everyone can adjust.

*“Never explain - your friends do not need it and your enemies will not believe it anyhow”*  
-Elbert Hubbard

*“It is easier to do a job right than to explain why you didn't.”*  
-Martin Van Buren

## learn to say “no”



Be sure to not promise more than you can deliver. If we juggle too much at one time, we will not produce quality results.

One can quickly earn a reputation for lack of dependability with a few missed deadlines or failure to do a job. Learning to say “no” will give more energy to complete your projects on time and free up time for more enjoyable things.

It is better to say “no” than to say “yes” and let the team or client down.

## dependability vs. inconsistency

dependability is:

- keeping your word
- being careful what you promise
- correcting your mistakes
- pulling your share of the load
- not having a bad attitude

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## From the Executive Director:

*Kansas Family Partnership sponsored a Family Day at the library on September 26 to encourage families to eat together and spend time together in order to protect their kids from alcohol and drug abuse.*

*Achieving True Success books were handed out to all participants as a way to help families build character in their children. The Achieving True Success books are a quality resource published by Character First that has words and*

*definitions of the 49 character words we promote in Topeka. The book features animal pictures and explains how animals illustrate the various character qualities.*

*AT&T provided us with a grant which helped purchase these books for the families.*

*Cindy Patton,  
Executive Director, Topeka City of  
Character*

*[www.topekacityofcharacter.org](http://www.topekacityofcharacter.org)*

- Thanks to AT&T for providing the Achieving True Success Books to participants in Family Day



**at&t**

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**Good character is the key to success!**