How to Build Trust

Building trust starts with acute awareness of self and with how we show up and engage with others. Mark an X on each line to indicate how strongly you agree or disagree with the statement.

Statement	Agree	Disagree
I know who I am. I feel confident in my self-knowledge.		
My actions align with my core values.		
When I'm interacting with others, I'm aware of how I'm talking, listening, and engaging.		
When I'm interacting with others, I usually feel okay about myself. I like how I'm showing up.		
I'm aware of how I communicate nonverbally.		
I can control my nonverbal communication.		
I feel okay with the words I use when interacting with others.		
I rarely say or do things that I later regret.		
When I disagree with someone, I feel confident and comfortable with my response.		
I greet people when I see them.		
I have a good sense of what's appropriate to share about my personal life in a professional setting (I don't under- or overshare).		
I'm okay with receiving unsolicited or solicited feedback from others.		

Sometimes I ask for feedback from others.	_____
Even when feedback is hard to hear, I will reflect on it.	_____
When I sense tension or conflict with another person, I will bring it up (even if it's uncomfortable).	_____
I'm genuinely curious about other people.	_____
I ask other people appropriate questions about themselves. I express interest in who they are personally and professionally.	_____
I feel comfortable and confident talking with people I don't know well.	_____
I usually keep my commitments. I do what I say I will.	_____
When I don't keep a commitment, I take responsibility and don't make excuses or blame others.	_____
I'm willing to go above and beyond my job responsibilities when necessary.	_____
I set boundaries around what I will and won't do. I'm clear with others about why I'm setting my boundaries.	_____
I ask for help when I need it.	_____
I take responsibility for mistakes and acknowledge areas for growth.	_____
I appropriately share my goals or areas for growth with others.	_____
I offer genuine apologies.	_____
I work on my areas for growth and take action on feedback I've received.	_____

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I can give others positive and critical feedback when necessary.	_____
I recognize and acknowledge other people's strengths and contributions.	_____
I offer appreciations and acknowledgments regularly.	_____
If I have critical feedback to offer, I make sure that the great majority of my interactions with that person have been positive or neutral.	_____
I generally think that people are doing the best they can given the circumstances and the skills they have.	_____
I feel I have a great deal to learn from everyone around me (kids, their parents, colleagues, supervisors, custodial staff, and so on).	_____
I take ownership of what I do well and don't negate or downplay my skills.	_____
I forgive others.	_____
I forgive myself.	_____
It's not too hard for me to relax with others and (when appropriate) have fun.	_____
I am in the field of education because I'm committed to serving children.	_____
I'm committed to serving every child who comes into our schools.	_____

Reflection Questions

- What did you learn from engaging in this reflection?

- Based on this activity, what do you feel are your strengths in building trust with others?

- Given what you've learned from this activity, how might you strengthen the trust you build with others?

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