

Defining & Living Your Values

“There is no passion to be found in playing small—in settling for a life that is less than you are capable of living.” - Nelson Mandela -



Our values make us who we are. They are developed over time in the interactions we experience. It is important for you to understand your values as they act as internal guides to the things you do and say.

The majority of people have never sat down and thought about or documented what their values are. If you are unsure about your key values, I encourage you to review the extensive list of values below to assist in determining what they truly are. If there are values missing from this list, add these to the bottom blank section and treat them as a part of the two exercises below.

Creating Your Values List

1. Print this worksheet and spend some time going through the list.
2. Select and rate each value according to how important they are in your work and/or personal life from Very Important - Important - Not Important.
3. Add any additional values to the list that are Very Important to you
4. Take your very important values and review them again, giving them a ranking from 1-5. 1 it is essential to who you are and how you live your life and perform your work, and 5, being important, however will not impact negatively on your happiness

Values Worksheet

<u>VALUE</u>	<u>VALUE IMPORTANCE LEVEL</u>			<u>RATING</u>
	Select <u>how important</u> each value is to you, be it at work and/or personally ✓			Rate Your <u>Very Important Values</u> from 1-5
	Very Important	Important	Not Important	
Acceptance				
Accomplishment				
Accuracy				
Achievement				
Advancement				
Adventure				
Aesthetics				
Artistic				
Autonomy				
Autonomy				
Challenge				
Change				
Commitment				
Community				
Compassion				
Competence				
Competition				
Completion				
Contact				
Contribution				
Cooperation				
Creativity				
Democracy				
Dependability				
Distinction				
Ecological Awareness				
Excellence				
Excitement				
Fame				
Family				
Fast Pace				
Financial Gain				
Flexibility				
Freedom				
Friendship				

Fun Growth Helping Honesty Independence Leadership Learning Loyalty Money Mastery Meaningful Work Morality Openness Passion Peace Power Pressure Prestige Privacy Promotion Quality Rapport Recognition Relationships Reputation Respect Responsibility Reward Risk Routine Security Self-expression Self-esteem Stability Status Success Surroundings Teamwork Trust Variety				
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Analyzing and Documenting Your Values

Review your **Very Important** highly rated values, listing the top eight or less below.

Top Values	
1.	6.
2.	7.
3.	8.
4.	
5.	

It is important to be aware of the values that are meaningful to us. If we know what we value, we are better positioned to think about what industries, types of jobs and companies we may be most suited to. Or whether or not we want to work for ourselves. It will also help to identify those values that we want to avoid in our career and life.

Are You Living Your Values?

You can take this exercise to the next step by documenting how you see each value being played out in your work and life. Are they being met? Do things need to change somewhere to create more alignment? If so, what? How will you go about this?