



RETHINKWORK

CONSULTING & COACHING

DEFINING YOUR VALUES

www.rethinkyourwork.com

DEFINING YOUR VALUES

“Make a careful exploration of who you are and the work you’ve been given, then set yourself to it.”

– 1st century philosopher and author

What do you stand for?

The best leaders are those who work hard to lead themselves better and positively influence those around them. If you want to lead others, you need to know yourself first. One of the most basic steps to looking at who we are is to examine our values.

Values are important because they act as a set of rules and guidelines for the events we encounter in life.

“When your values are clear to you, making decisions becomes easier.”

– Roy E. Disney

“...it is easy for values to get overlooked and even forgotten. As leaders, we can’t let this happen. Values are the foundation of a healthy organization.”

– Michael Hyatt

Instructions

1. Determine your core values. From the list below, circle the words to which you feel drawn. Do not overthink it. Your goal is to find the words that feel like a core value to you personally. If you think of a value you possess that is not on the list, be sure to write it down as well.

Abundance
Acceptance
Accountability
Achievement
Adaptable
Advancement
Adventure
Affection
Ambition
Appreciation
Approval
Attention
Attractiveness
Authenticity
Autonomy
Balance
Beauty
Being the Best
Belief
Benevolence
Boldness
Brilliance
Calmness
Caring
Challenge
Collaboration
Commitment
Communication
Community
Compassion
Competency
Competition
Connecting
Consistency
Context
Control
Cooperation
Courage
Creativity
Credibility
Credit for work
Curiosity
Daring
Decisiveness
Dedication

Dependability
Determination
Developing Others
Discipline
Diversity
Effectiveness
Empathy
Encouragement
Enthusiasm
Equality
Ethics
Excellence
Fairness
Faith
Fame
Family
Feeling of worth
Flexibility
Focus
Freedom
Friendships
Fun
Future
Generosity
Gentleness
Goodness
Grace
Growth
Happiness
Harmony
Health
Honesty
Hope
Humility
Humor
Ideation
Inclusiveness
Independence
Individuality
Influence
Innovation
Input
Integrity
Intelligence
Intentionality

Intuition
Involvement
Joy
Justice
Kindness
Knowledge
Leadership
Learning
Love
Loyalty
Making a Difference
Maximizing
Meaningful Work
Mindfulness
Motivation
Open-Mindedness
Optimism
Organization
Originality
Passion
Patience
Peace
Perfection
Performance
Personal
Development
Playfulness
Pleasure
Poise
Popularity
Positivity
Power
Preparedness
Proactivity
Productivity
Professionalism
Profitability
Prosperity
Punctuality
Quality
Quiet
Recognition
Relationships
Reliability
Religion
Reputation

Resilience
Resourcefulness
Respect
Responsibility
Restoration
Risk Taking
Safety
Security
Self-Control
Self-Respect
Selflessness
Sense of Control
Sensitivity
Service
Significance
Simplicity
Space
Speed
Spirituality
Stability
Status
Strategic
Strength
Success
Support
Task
Teamwork
Thankfulness
Thoughtfulness
Traditionalism
Trust
Truth
Understanding
Uniqueness
Variety
Versatility
Vision
Warmth
Wealth
Well-Being
Winning
Wisdom
Wit
Woo
Zeal

2. Group all similar words together from the list you circled above. Some of the words may feel comparable. When this happens, group them into “buckets” as you see fit. Aim for between 3-7 buckets.

Abundance Growth Wealth Security Freedom Independence Flexibility Peace	Acceptance Compassion Inclusiveness Intuition Kindness Love Making a Difference Open-Mindedness Relationships	Appreciation Encouragement Thankfulness Thoughtfulness Mindfulness	Balance Health Personal Development Spirituality Well-Being

3. Choose one word within each grouping that best represents the words in that bucket. Again, do not overthink this. The values you select are neither right nor wrong. They are simply what you connect with most. In the example below, the label chosen is bold.

Abundance Growth Wealth Security Freedom Independence Flexibility Peace	Acceptance Compassion Inclusiveness Intuition Kindness Love Making a Difference Open-Mindedness Relationships	Appreciation Encouragement Thankfulness Thoughtfulness Mindfulness	Balance Health Personal Development Spirituality Well-Being
---	--	---	--

4. Define the value you just identified. We rise and fall on our definitions. For this section, do not worry about a traditional definition found in the dictionary. This is more about the weight and the way the word lands on you. Have an economy of words. Try and keep your definition of the word to between 5-10 words.

5. It is not uncommon to find yourself in situations where multiple values collide. When this happens, it is helpful to have a predetermined order of importance for your values. While this may change over time, give yourself a head start by putting your values into order of priority.