# Values - Things That Matter

*Identifying Core Values to Make Successful Career Transitions*

Core values are a guiding set of principles that create the foundation of you. They are what motivates you. They influence your attitudes, behaviors, and choices. Discovering your core values provides direction for your life and your work decisions. Often, values transcend both professional and personal lives giving real meaning and purpose.

The following exercise gives you the opportunity to identify which values are truly important to you at this time in your life. It is common for values to change throughout your lifetime.

***First***, check off all the values that are important to you, as many as you want. However, be mindful not to check off a value just because you think it "should" be important to you.

- ☐ Achievement/Accomplishment: achieving goals successfully
- ☐ Advancement: consistently moving ahead to new opportunities
- ☐ Adventure: seek or create stimulating experiences, excitement, variety
- ☐ Authenticity: to be authentic, genuine, real; to be true to myself
- ☐ Autonomy: choosing own projects, setting own pace, minimal supervision
- ☐ Beauty: to appreciate or nurture beauty in myself, others, & environment
- ☐ Belonging to a Group: being identified with a close-knit group working toward mutual goals (family, community or work related)
- ☐ Challenge: involvement with stimulating or demanding tasks/projects
- ☐ Competition: participating in activities that are measurable
- ☐ Contribution: to help, to assist; to make a positive difference in others well-being.
- ☐ Creativity: making, inventing, building, or producing things and/or ideas
- ☐ Entrepreneurship: organizing & starting a new business or enterprise
- ☐ Equality: having same value or status as others; treating others as equals
- ☐ Fame: public visibility, being widely recognized and renowned
- ☐ Family: time & energy for children, spouse, parents & relatives
- ☐ Flexibility: to adjust and adapt readily to changing circumstances
- ☐ Financial Security: pay/benefits that are satisfactory and predictable
- ☐ Freedom: to live freely; to choose how I live and behave
- ☐ Friendships: frequent and caring relationships outside the family
- ☐ Fun: experiencing pleasure, enjoyment and delight
- ☐ Happiness: feeling pleasure, contentment, well-being and joy
- ☐ Health: positive physical and emotional health
- ☐ Independence: being self-reliant, freedom from control of others
- ☐ Inner Peace: sense of calm and tranquility
- ☐ Integrity: adherence to personal code of ethics
- ☐ Leadership: guiding, motivating or directing others
- ☐ Learning: continuous drive to acquire knowledge and new skills
- ☐ Leisure: pursuing non-work related activities
- ☐ Mindfulness: to be conscious & curious about my hear-and-now experience
- ☐ Order: to be methodical and organized

- ☐ Physical Activity: active in regular physical work/challenges
- ☐ Power: to strongly influence or wield authority over others, taking charge
- ☐ Recognition: being positively acknowledged by others
- ☐ Respect: being treated with consideration and fairness
- ☐ Risk-Taking: willingness to push oneself to out of his/her comfort zone
- ☐ Security/Stability: predictability of routine, roles, life style
- ☐ Self-Expression: ability to communicate personal ideas & feelings
- ☐ Service to Others: giving assistance, support and aid to others
- ☐ Spirituality: beliefs that influence one's work; connecting w/ things bigger than you.
- ☐ Status: possessing a prestigious job title or position
- ☐ Wealth: having significant financial resources and possessions
- ☐ Work/Life Balance: a positive balance of time and energy
- ☐ Work Ethic: belief that hard work is intrinsically virtuous or worthy of reward

What other values are important to you but not represented on this list? If you can think of any, write them down using your own words.

- ☐ _____
- ☐ _____
- ☐ _____

***Second***, sort the values that you have checked off into the three categories listed below. Write the # next to the chosen value. A good way to do this is to remember a time in your life when you were the happiest and ask yourself, "Was this value being fulfilled during this time in my life?"

*#1's Must Have in My Work/Personal Life*
*#2's Nice to Have but Not Necessary*
*#3's Can Live Without*

***Third***, take your list of "Must Haves" and write them in priority order with the most important value listed first. Try to limit your number to a maximum of six values.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

**Now you are ready to integrate these "Must Have" values into your career planning.** You may want to modify your list as you move through the career discovery process. By incorporating values into your planning, you will be ensuring that your work is fulfilling and purposeful.