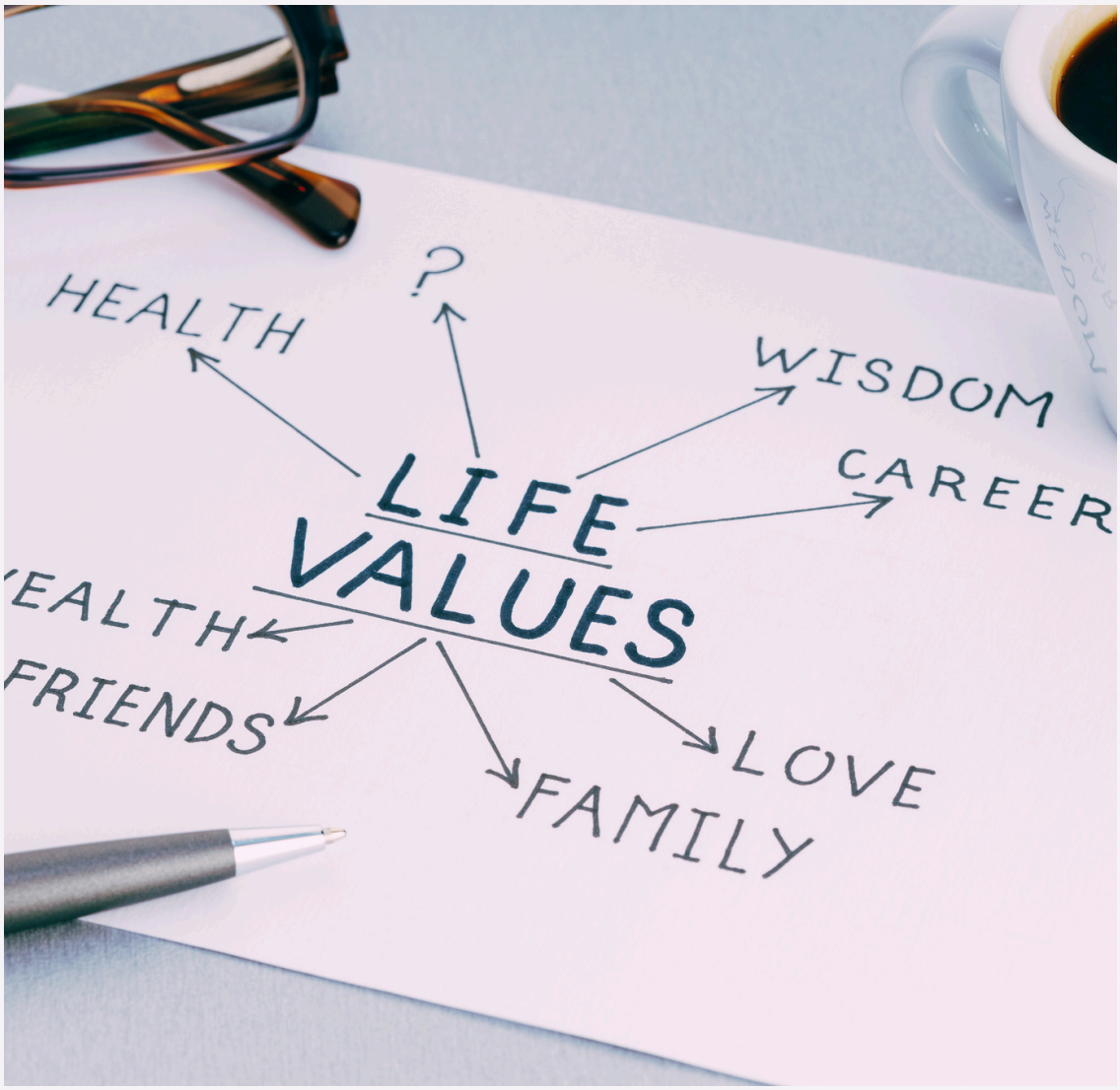


Your Values

Explore the things you find most important in life and in work

Using the
Your Values
Worksheet

This simple tool allows you to create an overview of the things that are fundamentally most important to you.

The exercises on the following pages have been created to help you see things that are important in your life, job or career.
Clarity comes quite quickly and deeper insights will follow from further observation and reflection.

Just get started.
Whatever you create can be amended or developed
as you reflect on how this fits with your life and career.

These are my reflections

.....

on ___ /___ /_____

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What are Values?

Values describe what is important to us in life...
Our values motivate our actions, decisions, choices.
They are one of our filters, how we decide whether our actions are good or bad, right or wrong. They shape how we feel about our actions or the actions of others.



Our values are a deep, unconscious belief system about what's important to us in life and how the world should work.

- Are you annoyed if people are late or keep you waiting?
- Are you dismayed to find a friend isn't completely truthful?
- A colleague shares a success story - without mentioning that the work was actually your idea...

If you find yourself thinking "How could they do that?", this probably indicates something you value and a line being crossed.

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What's the Context?

Values can change with context.

You have values about what you want or expect in a romantic relationship or friendship - caring, love or honesty maybe.



You may value similar things in your career or business or possibly some things may be quite different. The values of caring and love, might be absent or ranked/prioritised differently whilst working hard or financial growth might appear in your career values.

If relationship and career values are not different, it's possible that you may have trouble with romantic relationships and your business endeavours.

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Eliciting your Values

When we begin I'll suggest we start eliciting your life values by asking the question: What's important to me in my life?

These values will be one or two words only.
Generally they are things you can't put in a wheelbarrow. The list on the next page has some examples of the things that people might choose as values - once we start, simply answer the question with what's important for you.



If you write/say something you could put it in a wheelbarrow, ask yourself:
"What does this thing allow me to have in my life?".

For example, money.
This is obviously important to many people but is easily placed in a wheelbarrow so what does money allow you to have in your life? For some people the answers are related to security, freedom, abundance or to status.

There's no right or wrong answer, it's important to simply notice the fundamental value underneath.

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Examples of Values

The table below has some examples of possible values choices. Be inspired by them, not constrained.

- Abundance
- Advancement
- Adventure
- Affection
- Appreciation
- Balance
- Being True
- Beauty
- Career
- Caring
- Change
- Charisma
- Clarity
- Commonality
- Communication
- Compassion
- Connection
- Contentment
- Contributing
- Cooperation
- Courage
- Creativity
- Diversity
- Effectiveness
- Encouragement
- Endurance
- Enjoyment
- Entertain
- Entrepreneurial
- Excellence
- Excitement
- Faith
- Fame
- Family
- Finances
- Fitness
- Forgiveness
- Forgiveness
- Freedom
- Friendship
- Fun
- Generosity
- Giving People a Chance
- Goodness
- Grace
- Gratitude
- Happiness
- Harmony
- Home
- Honesty
- Humanity
- Humour
- Innovation
- Integrity
- Intelligence
- Invention
- Involvement
- Joy/Play
- Justice
- Kindness
- Knowledge
- Leadership
- Learning
- Love
- Loyalty
- Openness
- Order
- Patience
- Peace
- Personal Development
- Power
- Pride in Your Work
- Professionalism
- Prosperity
- Quality
- Reciprocity
- Relationship
- Religion
- Renewal
- Respect
- Security
- Self-Respect
- Speed
- Spirituality
- Strength
- Success
- Teamwork
- Trusting Your Gut
- Wealth
- Wellness
- Willingness
- Wisdom
- Work Hard

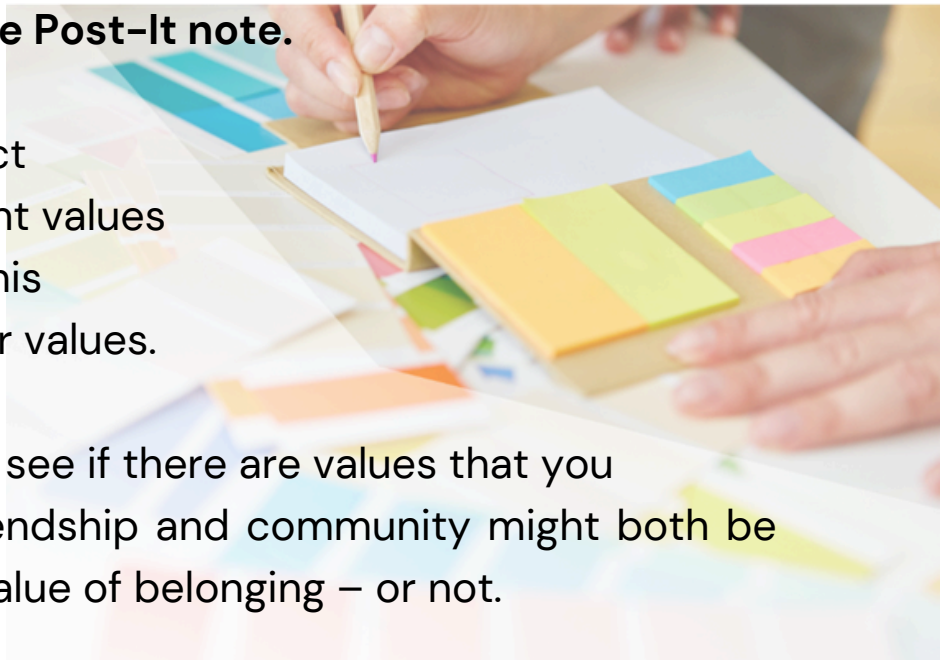
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Eliciting your Values

For this activity, it is helpful to have a pen, some Post-It notes and a flat surface where you can arrange/rank the notes later.

You write one value on one Post-It note.

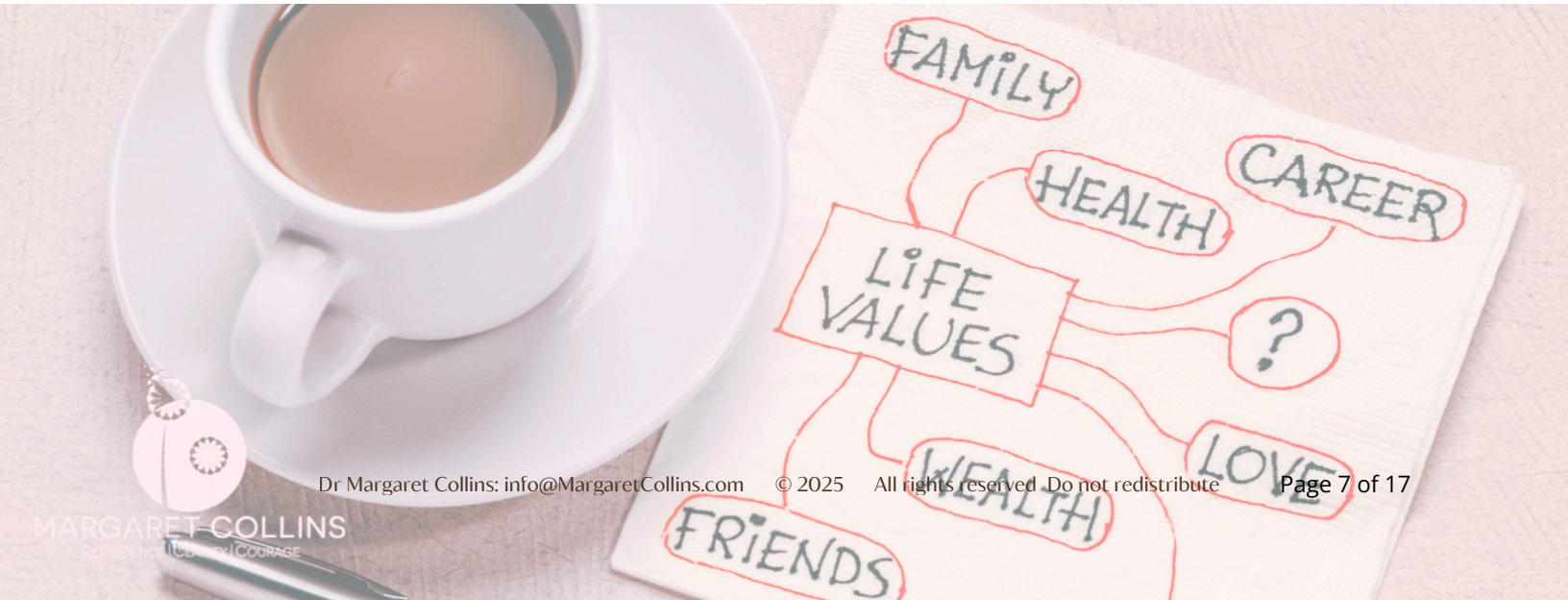


Typically, we want to collect between 10 and 20 different values before we rank them but this activity will work with fewer values.

If your list is longer, look to see if there are values that you can group together eg friendship and community might both be an expression of the one value of belonging – or not.
You get to decide.

When you're ready, begin eliciting your life values by asking:

What's important to me in my life?



Eliciting your Values

What's important to me in my life?

Write on your Post-It notes, one value per note...
Ask the question : What's important to me in my life?"
Write down what comes to mind...
One note, two, three, four... until you come to a natural pause.

Ask the question again: What's important to me in my life?"
Write down what comes to mind...

If you pause a second time, ask the question once more:
What's important to me in my life?

Write on your notes whatever values come to mind.

Now look at your collection of Post-It-notes-Values and rank your values by importance to you.

After ranking, what are your top 5 values?

1.
2.
3.
4.
5.

Do sit with your list for a few minutes and reflect, does this feel right for me? Feel free to amend, re-rank or simply celebrate!

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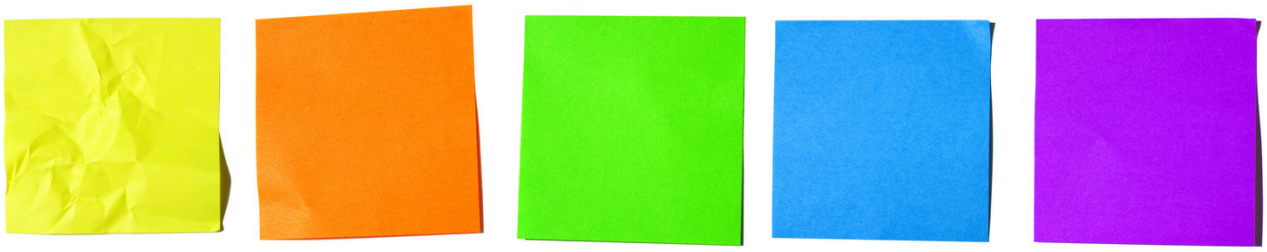
Understanding your Values

What's important to me in my life?



Understanding your values and how they influence your life can bring great insight. Spend some time thinking and writing on the pages below.

Write your values here:



For each of your values think - spend time in reflective writing:

Why is this value important to me?

How does this value align with my goals and aspirations?

How do I express this value in my daily life?

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NOTES AND

REFLECTIONs

You now have a picture, a snapshot of your life values.
Take some time to reflect on each value in turn:
Why is this value important to me?
How does this value align with my goals and aspirations?
How do I express this value in my daily life?
Notice how your values have shaped/could shape your choices and life decisions.

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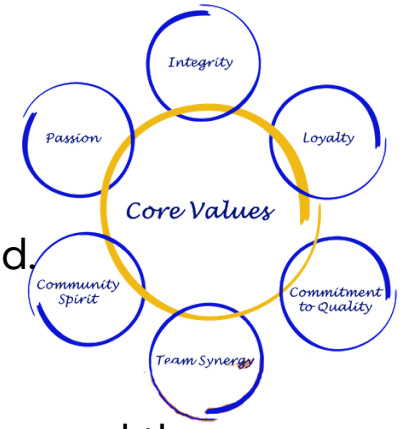
Eliciting your Job or Career Values

What's important to me in my work?

You can use a very similar process to elicit your work, job or career values, simply change the question:

"What's important to me in my work?"
Write down what comes to mind, one value on each Post-It note…

If you pause, ask the question once more:
What's important to me in my work?



Write on your notes whatever values come to mind.
Repeat if needed.

Now look at your collection of Post-It-Notes-Values and then rank your values by importance to you.

After ranking, what are your top 5 work/career values?

1.
2.
3.
4.
5.

After ranking your list, use the same reflective questioning and writing to explore how these values shape your professional life. Work aligned with values brings greater job satisfaction & meaning.

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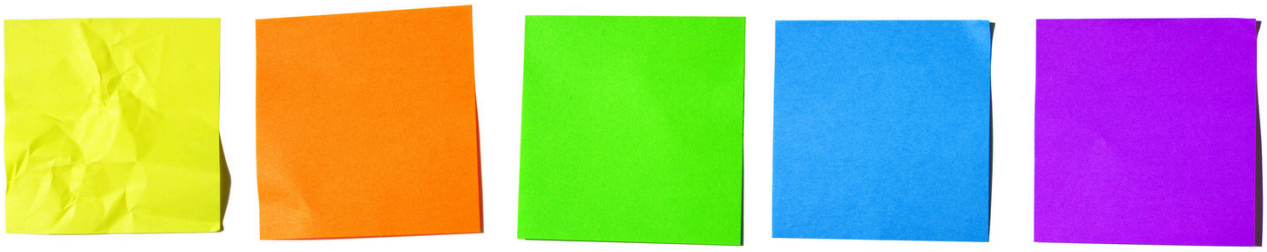
Understanding your Values

What's important to me in my job?



Understanding your values and how they influence your work can bring great insight. Spend some time thinking and writing on the pages below.

Write your values here:

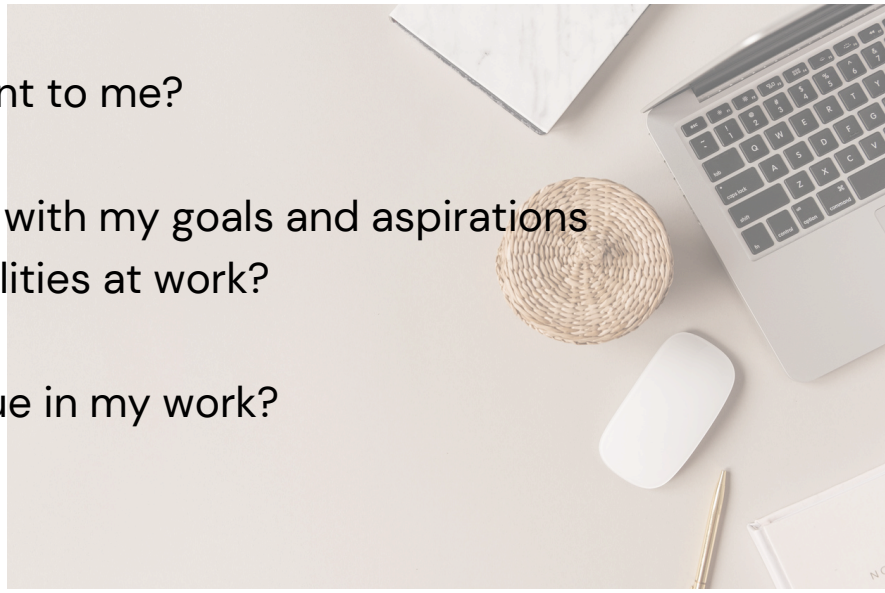


For each of your values consider:

Why is this value important to me?

How does this value align with my goals and aspirations or my role and responsibilities at work?

How do I express this value in my work?



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Living your Values

Now that you've identified and reflected on your most important values, the next step is to bring them into daily life.
Values have the most power when they guide your choices, shape your priorities, and help you feel aligned in both your work and your personal life.

1. Check for Alignment

- Look at your top values. How much of your time and energy currently goes into honouring them?
- Is your number one value visible in how you spend your week? If not, what small shift might bring you closer?

2. Spot the Gaps

- Notice where there are tensions — for example, if you value family but work absorbs most of your evenings.
- Ask: "What could I change, even slightly, to bring more, better balance?"

3. Use Values for Decisions

- When facing a difficult choice, ask:
  "Which option is most in line with my values?"

This often brings clarity and reduces any second-guessing.

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Living your Values

4. Integrate

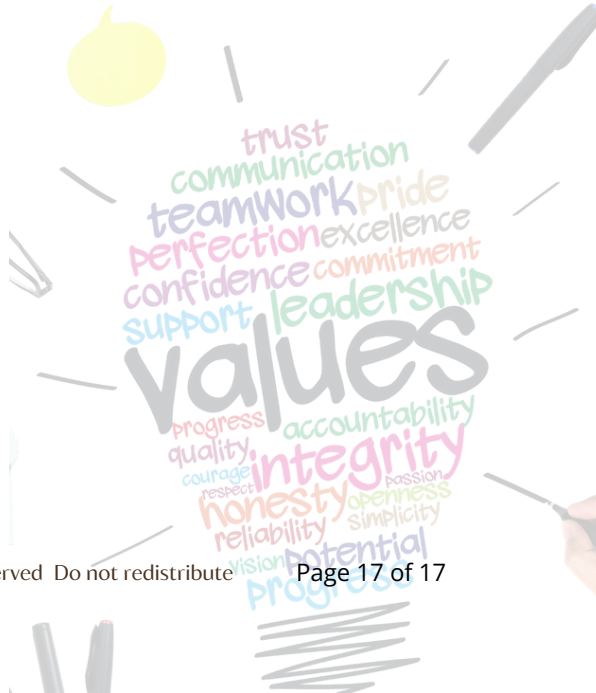
- In life: design routines & boundaries to protect what matters (e.g., if you value health, commit to rest and movement).
- In work: set goals aligned with your values (e.g., if you value growth, find projects that stretch you, if you value knowledge, invest time in learning, if you value creativity, play!).

5. Revisit regularly

- Values can evolve with context and stage of life. Revisit this worksheet every year or when circumstances shift.
- Celebrate progress — notice how living more in line with your values makes you feel more authentic and fulfilled.

✨ **Final Reflection**

- Where am I living most in alignment with my values?
- Where am I living least in alignment?
- What is one small change I can make this week to bring my life closer to my top values?



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