




## Personal Values

### Activity Instructions

1. Go through this list and **highlight** the personal values that resonate most with you.
2. Narrow the list down to 10 or fewer by **circling** them.

-  **3.** Number your circled values in order of importance to you.



### List of Personal Values

Accountability	Discipline	Honor	Rigor
Accuracy	Discretion	Humility	Security
Achievement	Diversity	Independence	Self-actualization
Adventurousness	Dynamism	Ingenuity	Self-control
Altruism	Economy	Inner Harmony	Selflessness
Ambition	Effectiveness	Inquisitiveness	Self-reliance
Assertiveness	Efficiency	Insightfulness	Sensitivity
Balance	Elegance	Integrity	Serenity
Being the best	Empathy	Intelligence	Service
Belonging	Enjoyment	Intuition	Shrewdness
Boldness	Enthusiasm	Joy	Simplicity
Calmness	Equality	Justice	Soundness
Carefulness	Excellence	Leadership	Speed
Challenge	Excitement	Legacy	Spontaneity
Cheerfulness	Expertise	Love	Stability
Clear Mindedness	Exploration	Loyalty	Strategic
Commitment	Expressiveness	Making a difference	Strength
Community	Fairness	Mastery	Structure
Compassion	Faith	Merit	Success
Competitiveness	Family-orientedness	Obedience	Support
Consistency	Fidelity	Openness	Teamwork
Contentment	Fitness	Order	Temperance
Continuous Improvement	Fluency	Originality	Thankfulness
Contribution	Focus	Patriotism	Thoroughness
Control	Freedom	Perfection	Thoughtfulness
Cooperation	Fun	Piety	Timeliness
Correctness	Generosity	Positivity	Tolerance
Courtesy	Goodness	Practicality	Traditionalism
Creativity	Grace	Preparedness	Trustworthiness
Curiosity	Growth	Professionalism	Truth-seeking
Decisiveness	Happiness	Prudence	Understanding
Democraticness	Hard Work	Quality-orientation	Uniqueness
Dependability	Healthy	Reliability	Unity
Determination	Helping Society	Resourcefulness	Usefulness
Devoutness	Holiness	Restraint	Vision
Diligence	Honesty	Results-oriented	Vitality



Source: Google. (n.d.). Guide: Develop and support managers. re:Work. <https://rework.withgoogle.com/>



## Values Reflection Questions

### Instructions

Below are some questions that may help you differentiate values that simply resonate with you from those that you truly live and breathe, as well as how you might adjust them, given certain circumstances. Reflecting on these questions and the top 10 values should help you rank them and ideally narrow down your top 3.

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➤ What are your top values? Briefly describe what they mean to you.

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➤ If you awoke tomorrow morning with enough money to retire very comfortably, would you continue to live these values?

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➤ Would you want to hold these values, even if they become a disadvantage or you could be penalized for them?

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➤ Do other people you work with know what you value? How do they know?

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➤ Are there any gaps between what you say you value and what you do (how you act)? If so, how do you account for this gap? When does it occur?

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Source: Google. (n.d.). Guide: Develop and support managers. re:Work. <https://rework.withgoogle.com/>

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## Tips for Values-Based Leaders

### Instructions

Now that you've identified your values, review the tips below for how you can let them guide your leadership behavior and decision-making.

- **Communicate with yourself and the people around you about your why.**
  - By communicating the organization's values and your own, you provide clarity around the why of your decisions and leadership style. Getting clear about this and communicating it gives you a framework to be guided by.
- **Come to terms with the exposure.**
  - Leading and making decisions in a values-based way often has massive upsides, one of which includes transparency. However, with transparency, there is extra exposure around who you are and what you stand for. This can feel really unusual in the workplace to begin with as most of us tend to be closed books. Our values are deeply rooted. When we lead with them we are going to be more exposed and perhaps more vulnerable too. But the pros outweigh the cons more often than not. Introduce more values based talk slowly so you're able to get progressively more comfortable. There's no need to rush.
- **Consciously connect with values.**
  - You need to start doing this to begin with, because it won't always be automatic. When you consciously connect with yours and the organization's values before big decisions or meetings you will be able to feel more aligned in the decisions you make and the person you are in the interactions you have.
- **Look out for how you're feeling.**
  - In particular, look out for when you're feeling comfortable with decisions you're making or how you're behaving and when you feel uncomfortable too. Feelings of comfort will often show you that you're aligned to your values. Feelings of discomfort often highlight the opposite. When you notice this you can figure when you're aligned with your values and when you're not and why. Also, look out for any scenarios or decisions in the past that you play over and over in your head. Constant rumination about past choices and behaviors often hint at an internal conflict or misalignment between what we've said/done/decided and your values.
- **Encourage a values-based culture.**
  - Support those you lead to connect with their values. By asking them to think about their values and how they can be of use in the workplace you are more likely to be accountable for staying connected to your own. Leading and making decisions based on values has many positive benefits, it's a great thing to pass these down to those you manage too.



Source: Sime, C. (15 February, 2019). The Power of Values in Leadership. Forbes.

<https://www.forbes.com/sites/carleysime/2019/02/15/the-power-of-values-in-leadership/?sh=7b7ef9926f76>