



### ACTIVITY: Values at Work

#### Purpose

The purpose of the activity is to:

- define your values at work
- discuss how your values are demonstrated in the workplace

#### ESTIMATED TIME

**10** minutes

#### MATERIALS Required:

- A. Paper
- B. Pen

#### Background

Our core values are the ideas and beliefs that are important to us and guide our behavior and actions. Some of our values are more important in certain areas of our lives than others. For example, in our home life we may identify caring as one of our top values, but at work we might value responsibility and teamwork more than caring.

When our behavior is out of alignment with our values, we can feel uncomfortable, stressed, or anxious. Our core values reflect the ways we want to behave and act in our lives, but sometimes we choose not to honor our values. This can happen for many reasons, including time constraints, stress, and anger or other strong emotions. Examples of not honoring, or fully living, our values are listed below:

- *I value teamwork but I have been feeling overwhelmed at work so I don't offer help to any of my co-workers anymore.*
- *I value honesty but I need to give a team member feedback and I've been avoiding it because it will be too uncomfortable.*
- *I value compassion and empathy but I am too angry at my friend to even consider why they might have acted the way they did.*

In this activity, we will first identify a few of our core values at work. Then we will discuss what it looks like when we are fully honoring these values. Lastly, we will examine if we are in alignment with our values.



### Activity

- 1) Briefly discuss what core values are and what it means to be aligned with your values.
- 2) Provide participants the “Values at Work” handout. Ask participants to look at the list of values on the handout and to pick three that are core values for them in the workplace. Write these three values in the table on the handout.
- 3) In the box next to each value, have participants write down what it looks like when this value is honored in the workplace. For example, if someone values friendliness, they might say hello and smile at people they pass in the hall. They might take time to get to know their co-workers.
- 4) Next, ask them to think about and write down what percentage of their time at work they are currently “fully living” each value.
- 5) Have participants share in pairs or small groups.

### Discussion Questions

- Are your core values at work different than your core values at home? Why or why not?
- Were you able to identify areas at work where you are not completely in alignment with your values? If so, what is the reason?
- What are some things you can do to get back in alignment with your values?

### Follow-up

Post your 3 values at your workspace. Periodically look at your list of values and consider if you are living in alignment with your values.

Try the same activity, but focus on your core values in your home life.



# RESILIENCY

Values at Work

Handout

Accomplishment

Attentiveness

Caring

Charity

Courage

Competence

Connection

Creativity

Discipline

Friendliness

Friendship

Fun

Generosity

Gratitude

Honesty

Hopefulness

Humor

Independence

Integrity

Joy

Justice

Kindness

Knowledge

Leadership

Learning

Loyalty

Modesty

Open-Mindedness

Openness

Peace/ Harmony

Philanthropy

Play/ Playfulness

Self-control

Spirituality/Faith

Stability/Security

Support

Teamwork

Thoughtfulness

Truth

Trustworthiness

Value	Definition/ What it looks like	Percentage (what percent of my time at work do I fully live this value)
<i>Example: Teamwork</i>	<i>Offer help to others Contribute to team projects/ efforts Ask for help when I need it</i>	<i>75%</i>