ACTIVITY: Values at Work

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 don't honor our values.

Try This!

1) Look at the list of values on the attached handout and pick three that are core values for you in the workplace. Write these three values in the table on the handout.

2) In the box next to each value, 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.

3) Next, think about and write down what percentage of your time at work you are currently "fully living" each value.

Feel free to share your list with your supervisor or coworkers to spark conversation about your team's values.

Things to Think About...

• 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?

Sources/ More Information

Exercise adapted from Core Values: An Assessment by Herb Stevenson. Found 12/1/2016 at:
http://www.herbstevenson.com/articles/core-values-assessment.php

Define your personal core values: 5 steps by Kevin Daum. Found 12/1/2016 at:
http://www.inc.com/kevin-daum/define-your-personal-core-values-5-steps.html

Accomplishment	Humor	Self-control
Attentiveness	Independence	Spirituality/Faith
Caring	Integrity	Stability/Security
Charity	Joy	Support
Courage	Justice	Teamwork
Competence	Kindness	Thoughtfulness
Connection	Knowledge	Truth
Creativity	Leadership	Trustworthiness
Discipline	Learning	…or define your own
Friendliness	Loyalty	
Friendship	Modesty	
Fun	Open-Mindedness	
Generosity	Openness	
Gratitude	Peace/ Harmony	
Honesty	Philanthropy	
Hopefulness	Play/ Playfulness	

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