

Values

What are they and how do I define and refine them?

Values are your guiding light. Working with your values consistently will help you eliminate doubt, replacing it with confident decision making and a better understanding of yourself and others.

Q: How do you go about identifying your values?

Step 1: Using the list of values provided below, read through it, asking yourself what is important to you and tick the values most attune to you. I will strongly suggest ticking ALL the words that resonate with you, including the ones that maybe you prefer not to be there. E.g., Control and I have a very long relationship!! I'd like to be less controlling in most situations, but if I ignore it, if I don't build my awareness around it, I lose the opportunity to understand the 'whys, when & what fors?' therefore I cannot change a thing!

I need to be aware of it so it can work for me, otherwise I will always work for it!!

Step 2: From all the values you have ticked, highlight/circle the values that you feel define you better than others and let these become your Core Values. Then start to filter the remaining ticked values under each core value, (note: some may cross all core values and in essence become clear that it is core to you. E.g., A Core Value could be Integrity under which honesty, fairness, trust etc., sit. Try to get to 4-5 main themes on your first go. As you do this exercise again and again aim to get to what are your 2/3 absolute core values that everything else pivot off.

Q: Should I prioritise my Main themes and sub values?

Prioritising values helps you to take decisions where both things are important to you, without doubt or guilt hanging over you, e.g., growth is one of my core values, however as a business owner, generating income for the work my team & I do is also important to me. So I use my values to assess projects, especially those that offer significant financial reward but very limited growth opportunities. These are always a pass. In the beginning this was more difficult, but by knowing clearly that Growth was a priority over financial gain, I was able to



work on projects that linked directly to my core value, adding much more to the projects and ultimately growing myself, my team and my business.

Q: What does it mean to 'live' my values?

It can be true to say that we may not always have total control over what we do, but how we do it is all ours. Living your values is about being accountable in your thoughts, behaviours, and actions (TBAs). It is about, looking at the moments when you are living outside your values, and develop awareness as to how it happened. It is then about taking decisions that reflect this awareness. Again, it's not about judging yourself, merely observing, developing awareness and actioning helpful changes.

Step 1: Look at where you spend your time. Do this to your own liking, colour code the time into values, create an excel or simply open your calendar, and see where your time goes currently.

Step 2: What TBAs are you practicing in the various time blocks and are these helpful to the fulfilment of your values or are there elements unhelpful? The practise is not to critique oneself, simply to observe where your energy goes, and see if coherence or /& discrepancies exist in relation to your values and their prioritised positions.

Step 3: Look at the TBAs that you feel are helpful and understand the contributing factors that result in you being able to have these helpful elements in your day to day life.

Step 4: Look at the TBAs that you feel are unhelpful and understand the contributing factors that result in you being unable / hindered to have these as helpful elements in your day to day life.

Step 5: What from step 3 can help in step 4. Think mood, environment, people, health, etc.

Step 6: What additional options can help you to live your values across your life. Think internal and external (to you) opportunities and resources that can offer value to your values.

Q: Should I have personal values and professional values?



This something that is asked all the time, and the answer is no. You are one whole person, & as you define and refine your values, they not only help you do, but help you how you do and that transcends all areas of your life. You may well have objectives that are unique to work or home life but not values.

Q: Can my values change?

Yes. Though I suggest your core 2/3 values are likely to gain clarity rather than wholesale shifts the more you do this exercise. What happens more frequently is that your sub-values reprioritise themselves according to your stage of life and motivations, e.g., if you become a new parent, it is likely that family rises significantly, and personal time/friendships are deprioritised for a period. It is important though to plan for big changes that will come. Preparation will allow you to understand and where appropriate discuss changing needs and their accommodations before you are in the thick of change. This is the case in all value shifts, new role, new work location, new hobby, new house, new child, new pet, new living arrangement etc

Q: Should I become comfortable with duality of values?

Life thankfully is full of colourful things, places, people and of course, perspectives. Polarised stances where white & black cannot escape into grey, allow for zero growth, so I would support facing up to having dual or conflicting values and perspectives, and being open to rethinking and allowing new information to influence our TBAs. E.g., I value the protection of animals, and the environment and for this I have decided one of the best behaviours to live this value in my day to day is to have a plant-based diet & lifestyle. However, contrary to this I have a dog who was not a rescue (though we search for months for a rescue) so he was taken from his mother at 12 weeks and also is not plant based. Duality / conflicting values alive and well in this example! The key to becoming aware and embracing dualities is non-judgement curiosity of ourselves and others.



List of Values

Humour	Contribution	Wholeheartedness	Altruism	Forgiveness
Friendship	Leadership	Connection	Innovative	Confidence
Health	Faith	Independence	Beauty	Understanding
Collaboration	Happiness	Family	Learning	Harmony
Reliability	Fun	Creativity	Stability	Curiosity
Openness	Grit	Making a Difference	Resourcefulness	Status
Activism	Efficiency	Privacy	Courage	Gratitude
Vulnerability	Time	Being the best	Authenticity	Uniqueness
Integrity	Patience	Recognition	Self-Discipline	Determination
Parenting	Home	Humility	Well-being	Fairness
Heritage	Well rested	Culturally Aware	Contentment	Being right
Vision	Fame	Self-Awareness	Joy	Equality
Loyalty	Order	Competitiveness	Perseverance	Autonomy
Growth	Nights out	Freedom	Giving Back	Respect
Animals	Mental Health	Cooperation	Trust	Competence
Hope	Diversity	Feedback	Nights in	Convenience



Generosity	Personal Fulfilment	Compassion	Honesty	Excellence
Teamwork	Wisdom	Usefulness	Wealth	Thrift
Power	Contentment	Patriotism	Caring	Legacy
Environment	Intuitive	Sportsmanship	Optimism	Career
Diet	Perseverance	Dignity	Alcoholic drinks most evenings	Kindness
Knowledge	Achievement	Job Security	Ethical	Peace
Commitment	Risk-Taking	Financial Security	Love	Grace
Security	Control	Responsibility	Sports	Pride
Leisure	Community	Fresh flowers	Belonging	Justice
Religion	Meaningfulness	Popularity	Service	Nature
Attentiveness	Tolerance	Empathy	Judgement	Equanimity
Personal time	Inclusion	Stress	Adventure	Playing Sports
Accountability	Caffeine	Physical Fitness	Balance	Material Things
Additional Values:				



Condensing to Main Themes

Main and Sub Themes				Date
Input Main Theme here	Input Main Theme here	Input Main Theme here	Input Main Theme here	Input Main Theme here

Main and Sub Themes			Date
Input Main Theme here	Input Main Theme here	Input Main Theme here	Input Main Theme here

Main and Sub Themes		Date
Input Main Theme here	Input Main Theme here	Input Main Theme here

Main and Sub Themes	Date
Input Main Theme here	Input Main Theme here



Useful questions to help you along the process

What values resonate with me?

Do these accurately represent me currently?

How do I currently live these values day to day across all areas of my life?

Is there identifiable TBAs that are helpful or/& unhelpful?

Is there anything I would like to change on my chart and what options are available to me to change these?

Do I aspire to develop other values?

When I am living outside my values, what is happening, to me and around me? Are there changes I can make to notice this more?

With this awareness of when I live outside my values, how can I use it to benefit living inside my values?

Is there input needed from another person(s) within my family, friendships, or professional groups from whom I would value and respect their input into this exercise?

If I see areas in which change(s) will help me become more value centred, is there a person(s) that will be impacted by this? Should I discuss my change of approach with them?

How can I prepare better when planned and unplanned change comes my way?

When faced with people that have conflicting values to myself, will I be interested to enquire about our differences? Will I listen wholeheartedly with a generous spirit? How will I ensure that I don't get caught up in their story and focus on how I can live inside my values?