

Values Clarification

Values are an intrinsic element of working with others. They quietly, but forcefully guide our communication and decision-making and they set the tone of the workplace culture we make and sustain. Surfacing our shared values and becoming aligned among them can establish a higher degree of consistency (integrity) between what we say is important and what we actually do.

Step One – Select (and/or add to the list) 7-10 core values that you feel represent who you are and what matters most to you in your professional experience.

Step Two – From that list, choose the five essential (non-negotiable) values.

Acceptance	Empathy	Stability
Accessibility	Faith	Strength
Achievement	Flexibility	Sufficiency
Adaptability	Freshness	Superiority
Agreeableness	Goodness	Support
Agreement	Harmony	Sympathy
Appreciation	Honesty	Temperance
Appropriateness	Honor	Tolerance
Balance	Involvement	Understanding
Carefulness	Justice	Uniformity
Certainty	Love	Unity
Clarity	Loyalty	_____
Clearness	Luck	_____
Collegiality	Mindfulness	
Comfort	Order	
Commitment	Perfection	
Confidentiality	Power	
Conformity	Productiveness	
Connectedness	Quietness	
Consideration	Readiness	
Consistency	Reasonableness	
Contentment	Regard	
Continuity	Regularity	
Cooperation	Reliability	
Courtesy	Resolution	
Creativity	Respect	
Determination	Responsiveness	
Development	Self-sufficiency	
Devotion	Sensitivity	
Discretion	Simplicity	
Elegance	Sincerity	

Core Values

Value	Importance	How Consistently Do They Show Up?
1.	1 2 3 4 5	1 2 3 4 5
2.	1 2 3 4 5	1 2 3 4 5
3.	1 2 3 4 5	1 2 3 4 5
4.	1 2 3 4 5	1 2 3 4 5
5.	1 2 3 4 5	1 2 3 4 5

In the last month or two, what are several examples of your values “showing up” in the workplace?

On a daily basis, how consistently do your values guide your decision making about important organizational matters (e.g. program development, hiring, training, etc.)?