



Ministry Development Services

MOTIVATING AND PERSONAL VALUES

Name: _____ Date: _____

How important is each of these things to you in your work or personal life?

Always = a value you want in your life every day

Often = a strong value but not as important as Always

Sometimes = important to you some of the time

Seldom = not very important

Never = has no value to you

Example:

| How important is this to me? | Always | Often | Sometimes | Seldom | Never |
|-------------------------------|--------|-------|-----------|--------|-------|
| Work that is very interesting | | √ | | | |
| Work on difficult problems | | | | | √ |

| How important is this to me? | Always | Often | Sometimes | Seldom | Never |
|--|--------|-------|-----------|--------|-------|
| Work that is very interesting | | | | | |
| Work on difficult problems | | | | | |
| Get ahead rapidly, get promoted for work done well | | | | | |
| Adventure and risks | | | | | |
| Work with beautiful things or ideas | | | | | |
| Affection, caring intimacy, love | | | | | |
| Being a member of an organization | | | | | |
| Creative art work | | | | | |
| Working alone or being in control | | | | | |
| Feeling reverent, worship | | | | | |
| Wearing casual clothing | | | | | |

| How important is this to me? | Always | Often | Sometimes | Seldom | Never |
|--|---------------|--------------|------------------|---------------|--------------|
| Problem-solving | | | | | |
| Doing many different tasks | | | | | |
| Close friends at work | | | | | |
| Pride in my work | | | | | |
| Neighbors and community | | | | | |
| Having similar values as others at work | | | | | |
| Good salary | | | | | |
| Work that uses my talents | | | | | |
| Competing against others | | | | | |
| Doing what is socially correct and accepted | | | | | |
| Writing and talking about ideas in my job | | | | | |
| Starting new programs, finding new ways to do things | | | | | |
| Making decisions | | | | | |
| Faith and commitment | | | | | |
| Continuing education | | | | | |
| Working with energetic people | | | | | |
| Nice, comfortable workplace | | | | | |
| Work that is a good match with my beliefs | | | | | |
| Excellence | | | | | |
| Excitement about my work | | | | | |
| Using my skills and knowledge | | | | | |
| Caring for family | | | | | |
| Working fast | | | | | |
| Friends | | | | | |
| Getting reports on how I'm doing at work | | | | | |
| Regular hours | | | | | |
| Time for recreation | | | | | |
| Using many kinds of knowledge | | | | | |
| Definite goals | | | | | |
| Health | | | | | |

| How important is this to me? | Always | Often | Sometimes | Seldom | Never |
|--|---------------|--------------|------------------|---------------|--------------|
| Helping people directly | | | | | |
| Making the world better | | | | | |
| Being able to buy things I want in the future | | | | | |
| Pay based on how well I do | | | | | |
| Working independently | | | | | |
| Influencing people's opinions | | | | | |
| Being an expert | | | | | |
| Quiet and peace at work | | | | | |
| Fairness | | | | | |
| Learning | | | | | |
| Being a leader | | | | | |
| Leisure activities | | | | | |
| Good place to live | | | | | |
| Making decisions | | | | | |
| Having a teacher or mentor | | | | | |
| Working for ideals or moral values | | | | | |
| Being tidy and organized | | | | | |
| Admiring and being loyal to a company or organization where I work | | | | | |
| Job helps me learn and grow | | | | | |
| Trying to improve myself | | | | | |
| Job requires strength or agility | | | | | |
| Being the boss or the person in charge | | | | | |
| Careful and detailed work | | | | | |
| Regular schedule, no surprises | | | | | |
| Being able to make a lot of money | | | | | |
| Much contact with people | | | | | |
| Being important and admired | | | | | |
| Job at a well-known organization | | | | | |
| I can keep my job and salary for a long time | | | | | |
| I can improve things at work | | | | | |

| How important is this to me? | Always | Often | Sometimes | Seldom | Never |
|-------------------------------------|---------------|--------------|------------------|---------------|--------------|
| My duties will stay the same | | | | | |
| Giving support and advice | | | | | |
| People are impressed by my job | | | | | |
| I get clear directions from others | | | | | |
| I supervise other people | | | | | |
| I can see results | | | | | |
| Teamwork | | | | | |
| Technical skill | | | | | |
| Flexible schedule | | | | | |
| Travel | | | | | |
| Variety of experiences | | | | | |
| Being noticed for what I do | | | | | |
| Working alone | | | | | |
| Research, new ideas | | | | | |
| Working under pressure | | | | | |
| Working closely with others | | | | | |
| Other values: | | | | | |
| Other values: | | | | | |

SUMMARY

▶▶ List the 6 things from the **Always** column that are most important in your life and career:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

▶▶ List the 4 more things from the **Always** column that are important to you:

1. _____
2. _____
3. _____
4. _____

▶▶ Circle the values above that are being met in your job and personal life at this time.

It is not likely that your job or career will meet all of your top values, but it is important to see if there are ways your job could be changed to include more of your important values. It is also important to look at things you do (other than work) that support your values.

Balancing these different parts of your life is what will bring you the greatest satisfaction.