Values Checklist & Handout

OVERVIEW: Values are the foundational beliefs we hold, which we use to guide our actions, determine our motivations, provide us purpose, and give us our sense of right and wrong. In essence, our core values tell us how to behave and how to interact with the world around us. From a career lens, knowing what our own values are can help us consider the type of career, work environment, and people we want to surround ourselves with.

Mark the values below that are important for you to have in a career

☐ Accountability  ☐ Excellence  ☐ Power / Status
☐ Achievement  ☐ Faith  ☐ Prestige
☐ Adaptability  ☐ Family  ☐ Pride
☐ Adventure  ☐ Fast pace  ☐ Problem Solving
☐ Altruism  ☐ Flexibility  ☐ Promotions
☐ Autonomy  ☐ Fun  ☐ Recognition
☐ Avoiding stress  ☐ Health  ☐ Respect
☐ Belonging  ☐ Helping others  ☐ Responsibility
☐ Benefits  ☐ Homeownership  ☐ Risk-taking
☐ Benevolence  ☐ Honesty  ☐ Routine work
☐ Challenge  ☐ Inclusion  ☐ Safety
☐ Changing the world  ☐ Income based on productivity  ☐ Self-Expression
☐ Climate / Culture  ☐ Independence  ☐ Service
☐ Collaboration  ☐ Influence  ☐ Socialization
☐ Commitment  ☐ Intellectually Demanding  ☐ Stability
☐ Communication  ☐ Interaction  ☐ Structure
☐ Community  ☐ Job Growth / Advancement  ☐ Success
☐ Compensation / Salary / Income  ☐ Job Security  ☐ Support
☐ Competition  ☐ Justice  ☐ Teamwork
☐ Confidence  ☐ Knowledge  ☐ Timeliness
☐ Contribution  ☐ Leadership  ☐ Travel
☐ Creativity  ☐ Learning  ☐ Trust
☐ Critical Thinking  ☐ Legacy  ☐ Variety of tasks
☐ Discipline  ☐ Leisure  ☐ Vision
☐ Diversity / Culture  ☐ Location  ☐ Work Conditions
☐ Environment  ☐ Moral/spiritual fulfillment  ☐ Work/Life Balance
☐ Equality  ☐ Order  ☐ Working Alone
☐ Ethics  ☐ Physical Activity  ☐ Working Outside

Based on the values you have selected, consider these questions...

- How important is each value to you? Can you rank these values in terms of importance?
- Did any of your top values surprise you? Were there values you could eliminate immediately?
  - Are you willing to sacrifice any of these values to keep the others?
- Do you think your top values match your current career goals? Why or why not?
- What type of work environment would best suit your values?
Values Checklist & Handout
Mark the values below that are important for you to have in a career

*Note: this is the same list as on the first page but compiled into types of values*

**Extrinsic Career Values:** tangible rewards that exist as byproducts of working

- [ ] Benefits
- [ ] Compensation / Salary / Income
- [ ] Income based on productivity
- [ ] Job Security
- [ ] Prestige
- [ ] Promotions
- [ ] Recognition
- [ ] Work Conditions

**Lifestyle Career Values:** factors that contribute to quality of life outside of work

- [ ] Diversity / Culture
- [ ] Faith
- [ ] Family
- [ ] Health
- [ ] Homeownership
- [ ] Inclusion
- [ ] Justice
- [ ] Legacy
- [ ] Leisure
- [ ] Location
- [ ] Moral/spiritual fulfillment
- [ ] Pride
- [ ] Work/Life Balance

**Intrinsic Career Values:** intangible rewards that keep you engaged at work

- [ ] Accountability
- [ ] Adaptability
- [ ] Benevolence
- [ ] Challenge
- [ ] Collaboration
- [ ] Commitment
- [ ] Communication
- [ ] Competition
- [ ] Contribution
- [ ] Creativity
- [ ] Critical Thinking
- [ ] Discipline
- [ ] Environment
- [ ] Excellence
- [ ] Fast pace
- [ ] Flexibility
- [ ] Helping others
- [ ] Independence
- [ ] Influence
- [ ] Intellectually Demanding
- [ ] Interaction
- [ ] Knowledge
- [ ] Leadership
- [ ] Learning
- [ ] Order
- [ ] Physical Activity
- [ ] Power / Status
- [ ] Problem Solving
- [ ] Responsibility
- [ ] Risk-taking
- [ ] Routine work
- [ ] Structure
- [ ] Teamwork
- [ ] Timeliness
- [ ] Variety of tasks
- [ ] Vision
- [ ] Working Alone
- [ ] Working Outside

**Both Intrinsic & Lifestyle Career Values**

- [ ] Achievement
- [ ] Adventure
- [ ] Altruism
- [ ] Autonomy
- [ ] Avoiding stress
- [ ] Belonging
- [ ] Changing the world
- [ ] Climate / Culture
- [ ] Community
- [ ] Confidence
- [ ] Equality
- [ ] Ethics
- [ ] Fun
- [ ] Honesty
- [ ] Job Growth / Advancement
- [ ] Respect
- [ ] Safety
- [ ] Self-Expression
- [ ] Service
- [ ] Socialization
- [ ] Stability
- [ ] Success
- [ ] Support
- [ ] Travel
- [ ] Trust

Values list adapted from the following sources:

- [https://www.glassdoor.com/blog/guide/career-values/](https://www.glassdoor.com/blog/guide/career-values/)
- [https://www.thebalancemoney.com/what-are-career-values-with-examples-2059752](https://www.thebalancemoney.com/what-are-career-values-with-examples-2059752)
- [https://www.indeed.com/career-advice/career-development/career-values#:~:text=What%20are%20career%20values%3F,satisfaction%2C%20career%20advancement%20and%20success.](https://www.indeed.com/career-advice/career-development/career-values#:~:text=What%20are%20career%20values%3F,satisfaction%2C%20career%20advancement%20and%20success.)