

## Chapter 7: Career & Life Values

From the moment we wake up each day, we are making decisions based on our values.

Values are what we consider to be important and are an essential part of what keeps us feeling satisfied and motivated. For example, you might value being active because you feel happier and healthier when you exercise.

Clarifying and prioritizing your values is a central part of the career/life planning process. Identifying and using your values to make career decisions is critical to achieving a satisfying career direction.

In this chapter, you will identify some of your core career and life values to help you to make decisions and set goals based on what is most important to you.

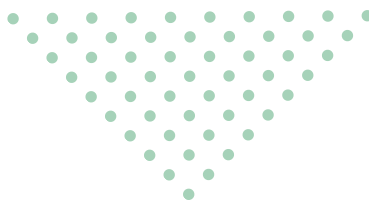
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In this next exercise, we want to help prioritize your career and life values; we have provided a list of values on the next few pages.

For each of the **career values**, select if that value is *VERY IMPORTANT*, *SOMEWHAT IMPORTANT*, or *NOT IMPORTANT* to you.

The same steps will be repeated for each of the **life values**; select if that value is *VERY IMPORTANT*, *SOMEWHAT IMPORTANT*, or *NOT IMPORTANT* to you.

**\* Note:** For this exercise please limit the number of values in the “VERY IMPORTANT” category to **ten**.



## CAREER VALUES

### IMPORTANCE

NOT SOMEWHAT VERY

#### ACHIEVEMENT

To excel, reach high standards, and make important contributions.

#### WORKING WITH OTHERS

Collaborate with others and work towards common goals.

#### RESEARCH & DEVELOPMENT

Research, develop, and generate new information, products, or programs.

#### TECHNOLOGY

Have the opportunity to regularly work with current and leading edge technology.

#### LEARNING

Be engaged in work that consistently allows me to increase my knowledge and skills.

#### HELPING OTHERS

Be involved in work that allows me to help others.

#### PUBLIC SERVICE

Have a job that requires considerable contact with the public on a regular basis and contributes to my community.

#### RECOGNITION & APPRECIATION

Receive positive feedback for my accomplishments and be appreciated for my work.

#### BELONGING & FRIENDSHIP

I want to feel that I am valued by colleagues and maintain friendships with others in my workplace.

#### EXPERTISE

Be seen as possessing strong knowledge, skills and experience in my career.

#### COMPETENCE

Feel confident in my skills, work knowledge, and ability to complete job tasks.

## CAREER VALUES

**IMPORTANCE**  
NOT SOMEWHAT VERY

### COMPETITION

Be in an environment that encourages me to compete in order to reach my highest level of achievement.

### ETHICS

Be in an environment that supports and respects my ethics and moral guidelines.

### AUTONOMY

Be in a role that allows me to set and meet objectives in a manner that I see as most efficient and effective.

### RESPECT

My work, knowledge, and decisions are respected by colleagues and superiors.

### INFLUENCE

The ability to influence others and decisions.

### ADVANCEMENT

The opportunity to gain more responsibility and seniority based on my high-quality work.

### SECURITY

Ability to maintain a job that provides adequate financial security.

### INDEPENDENCE

Able to work independently to accomplish my tasks and goals.

### LEADERSHIP

The ability to direct and influence the work of others and make decisions that have a high level of impact.

### HIGH SALARY

Earn a high salary, bonus, and benefits.

### ARTISTIC EXPRESSION

Be engaged in work that allows me to express creativity in my preferred medium, be it: words, visual art, music, performing or culinary pursuits.

## CAREER VALUES

**IMPORTANCE**  
NOT SOMEWHAT VERY

<b>CREATIVITY</b> Be engaged in projects, activities, and problem solving that allow me to utilize my creativity.			
<b>FLEXIBILITY</b> The ability to focus on accomplishing work goals on my own schedule and in a manner that best suits me, while respecting my organization's needs.			
<b>FUN &amp; HUMOUR</b> A work setting where fun and humor is part of the day-to-day environment.			
<b>STATUS</b> Be in a role that has status within my organization, the community, as well as with friends and family.			
<b>COOPERATION</b> An environment that is friendly and cooperative.			
<b>PHYSICAL CHALLENGE</b> Work that allows me to be active, using my physical coordination, dexterity, speed, strength, or agility.			
<b>ADVENTURE</b> A role where there are unique opportunities to try new things and explore new opportunities.			
<b>SAFETY</b> A job where there is little risk of my physical or mental health being harmed.			
<b>PREDICTABILITY &amp; STABILITY</b> A role in which my work tasks are primarily predictable and will not vary too much over time.			
<b>VARIETY</b> A high degree of variety in the tasks and/or the people that I deal with.			
<b>AFFILIATION</b> Being a recognized member of a professional association or particular occupational field.			

## CAREER VALUES

**IMPORTANCE**  
NOT SOMEWHAT VERY

### WORK/LIFE BALANCE

A balance of time at work and time to be involved in non-work activities.

### FAST PACE

Work in a role that requires me to rapidly get my work done.

### METICULOUS

A job that allows me to take the time to pay attention to detail and produce high quality work.

### NOT PHYSICALLY DEMANDING

Work that does not require much physical exertion or will not further aggravate existing health concerns/ injuries.

### OWN PACE

Prefer to be in a job that allows me to accomplish tasks at my own pace.

### MENTALLY CHALLENGING

Be engaged in work that is mentally challenging.

### TRAVEL

The opportunity to travel with my job.

### AESTHETICALLY PLEASING

The physical environment I work in should be aesthetically pleasing.

### SOCIAL JUSTICE

Do work that supports fairness in society, human rights, access, participation, and equity.

### WORKING WITH MY HANDS

Using my hands to build, repair, plant, or create.

### CALM

Prefer to be in a work environment that is relatively stress free and calm.

## CAREER VALUES

**IMPORTANCE**  
NOT SOMEWHAT VERY

### PSYCHOLOGICALLY HEALTHY WORKPLACE

A workplace that understands and values employee wellbeing and makes reasonable efforts to prevent harm to mental health.

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### DIVERSITY, EQUITY, AND INCLUSION

An organization that respects, appreciates, and impartially supports the unique differences between individuals.

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## LIFE VALUES

**IMPORTANCE**  
NOT SOMEWHAT VERY

### CARING

To care for others.

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### EDUCATION

Value formal education and credentials.

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### ACHIEVEMENT

To make important contributions in my community and society.

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### ADVENTURE

To have new and exciting experiences.

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### RESPECT FOR NATURE

To live in harmony with the environment.

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### FRIENDSHIP

To have caring and supportive friendships.

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## LIFE VALUES

### IMPORTANCE

NOT SOMEWHAT VERY

#### CREATIVITY

To have new and original ideas and engage in creative activities.

#### LEARNING & KNOWLEDGE

To learn and gain knowledge throughout life.

#### AUTONOMY

To be self-determined and independent.

#### BEAUTY

Appreciating my physical surroundings and valuing the attractiveness of the things around me.

#### CHALLENGE

To take on difficult tasks and problems or to set challenging goals.

#### TRADITION

To follow respected patterns of the past.

#### MORALITY

To live a life guided by ethics and a sense of morality.

#### CONTRIBUTION

To make a significant and lasting contribution to the world.

#### TOLERANCE

To accept and respect those who differ from me.

#### STABILITY

To have a life that stays fairly consistent.

#### TRAVEL

To be able to travel to see friends and family or have new adventures.

## LIFE VALUES

### IMPORTANCE

NOT SOMEWHAT VERY

#### GROWTH & DEVELOPMENT

To continuously grow and improve.

#### SPIRITUALITY/ RELIGION

Have a sense of connection to something outside of myself that provides meaning and purpose.

#### SELF-RELIANCE

Possess a sense of being able to manage day-to-day tasks and take care of oneself.

#### INDEPENDENCE

To have time and space where I can be alone.

#### SAFETY

To be safe and secure.

#### SELF-ACCEPTANCE

To accept myself as I am.

#### SIMPLICITY

To live life simply, with minimal needs and material items.

#### PRACTICALITY

To make decisions and act based on the most pragmatic and sensible thing to do.

#### MINDFULNESS

To live conscious and mindful of the present moment.

#### SELF-AWARENESS

To have a deep and honest understanding of myself.

#### COMMUNITY SERVICE

Volunteering to support my community and society in general.



## LIFE VALUES

**IMPORTANCE**  
NOT SOMEWHAT VERY

### DEPENDABILITY

Be reliable and have others in my life who possess this characteristic.

### LEADERSHIP

To take charge of situations, activities and groups, as well as have power and influence.

### PURPOSE

Have a sense of meaning, purpose and direction in my life.

### PASSION

To have deep feelings about ideas, activities, or people.

### LOYALTY

To be loyal and committed in relationships.

### FAME

To be well-known and recognized.

### OPEN-MINDED

To be open to new experiences, ideas, and options.

### FAMILY

Spend time with and have strong, loving family relationships.

### HEALTH

To be physically, mentally, emotionally, & socially healthy.

### FUN

To play and have fun.

### ACCEPTANCE

To be accepted as I am by others.

## LIFE VALUES

**IMPORTANCE**  
NOT SOMEWHAT VERY

### **BALANCE**

To have enough personal time or time for non-work activities.

### **JUSTICE**

Believe in fair and equal treatment for all.

### **FITNESS**

Be physically fit and strong, and regularly engaged in physical activity.

### **HELPFULNESS**

To be helpful to others.

### **HARD WORKING**

To work hard and be successful in my life tasks.

### **HUMILITY**

To be modest and unassuming.

### **HUMOUR**

To see the humorous side of myself and the world.

### **INTIMACY**

To emotionally connect with others and share my innermost experiences.

### **GENEROSITY**

To share what I have with others.

**OTHER:** *(if applicable)*

**OTHER:** *(if applicable)*

Review your values and identify your top ten **career values** below, then further prioritize them to identify your top **five** values for each. (This may not be easy!)

CAREER VALUES

TOP 10

1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

TOP 5

1.	
2.	
3.	
4.	
5.	

Review your values and identify your top ten **life values** below, then further prioritize them to identify your top **five** values for each.

LIFE VALUES

TOP 10

1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

TOP 5

1.	
2.	
3.	
4.	
5.	

## REFLECTION:

What patterns or themes do you notice?

How do your career and life values influence each other?

Are there any potentially conflicting values? For example, some people value achievement, high salary, and work/life balance. How will you manage these values?

How have your values changed in the *last* 5 to 10 years?

How might your values change in the *next* 5 to 10 years?

\* Note: As you move forward in the career planning process, it is important to ask:

How many of the "VERY IMPORTANT" values are found in the careers you are considering?

Your top career and life values will help guide your information interview questions and help you reach an excellent career decision!

Refer to page 182

## CAREER CRITERIA SUMMARY



Now that you've established your top career and life values, be sure to add them to the respective "**TOP 5 VALUES**" sections on your Career Criteria Summary!

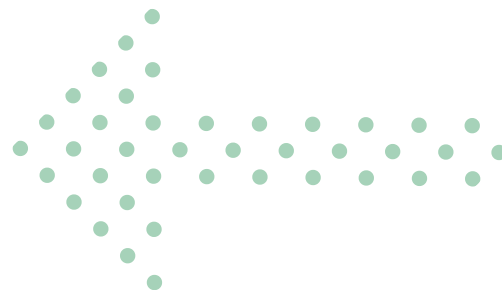
Take a moment to review your "**CAREER CONSIDERATIONS**" list as well. Can you remove any options that don't fit well with your career and life values?

## Living Your Core Values

This next exercise helps you to think about the actions you can take and the results you will see if you live in alignment with your core values. For this exercise, choose **five** of your ten top must-have career and life values.

Use the following table to fill in:

- 5 of your top values
- The actions you will take which demonstrate each value
- The results you will see when you take these actions



To help you with this exercise, complete the following sentence:

"If I truly value \_\_\_\_\_, I will \_\_\_\_\_ and by doing that,  
(career/life value) (actions you will take)  
I will see \_\_\_\_\_ results in my life."  
(results you will see)

Value	Actions/Behaviours	Results
Example: Learning	Read about careers on the ALIS website	Learn key information about the careers I'm considering
	Review information from courses I took a few years ago	Ensure I have a foundation of knowledge to support future learning
	Attend a professional association conference	Find out about best practices and emerging trends

Value	Actions/Behaviours	Results