



This reflective exercise is designed to help you to consider what matters most to you, at work and at home. It will allow you to clearly identify any similarities and differences between the two, and encourage you to think about whether you are staying true to your values in the workplace. Use it at any stage of your leadership journey.

What to do

This exercise is broken up into two sections: work life and personal life.

- Look at the section on **work life**. Pick the five priorities and values you think are most important and list them in the spaces provided. We have listed some common priorities and values for you, but you should not be constrained by our choices. Feel free to include priorities/values not listed here but which you feel have particular resonance for you. Then do the same for the section on **personal life**. Here, think about your friends and outside interests as well as your home life.
- After you have done this, review your results and then answer the reflection points at the end of this exercise.



Work life

Priorities/Values				
Accountability	Achievement	Advancement	Challenge	Collaboration
Commitment	Competence	Credibility	Discipline	Effectiveness
Ethics	Empowering Others	Enjoyment	Excellence	Flexibility
Fulfilment	Honesty	Independence	Integrity	Quality
Recognition	Resilience	Respect	Results	Routine
Security	Social Responsibility	Strong Relationships	Teamwork	Tenacity

Top five work priorities/values

- 1.
- 2.
- 3.
- 4.
- 5.



Personal life

Priorities/Values				
Accountability	Achievement	Advancement	Challenge	Collaboration
Commitment	Competence	Credibility	Discipline	Effectiveness
Ethics	Empowering Others	Enjoyment	Excellence	Flexibility
Fulfilment	Honesty	Independence	Integrity	Quality
Recognition	Resilience	Respect	Results	Routine
Security	Social Responsibility	Strong Relationships	Teamwork	Tenacity

Top five work priorities/values

- 1.
- 2.
- 3.
- 4.
- 5.



Task Sheet

My Values Grid



Reflection points

Are there any similarities between your work priorities and your personal priorities?

Are there any differences between your work priorities and your personal priorities?



Task Sheet

My Values Grid



**Based on your results, do you feel you are compromising
any of your personal values and priorities at work?**

If so, what are the reasons?

What, if anything, are you giving up by compromising?



Task Sheet

My Values Grid



Based on your results, consider how you might better align your personal values and priorities at work with those at home. Set yourself up to three goals or actions to help you do this. For example, if your desire to achieve at work compromises a need to enjoy what you do, might a better work-life balance help? If so, you might set yourself a goal of working regular hours at least twice a week.

Goal 1

Goal 2

Goal 3