



## ORGANIZATIONAL VALUES REFLECTION

This Organizational Values Reflection will take you through four important steps.

**ONE:** Identify what you think are your organization's five most important values, the values that are at the core of what the company is about, and put them in a prioritized order (with one being what you think is the most important to the organization).

**TWO:** Define each core value in a sentence or two. In your definition process, it may help to think of an experience in your work when you fully lived out this value or an experience when you deeply felt the absence of this value.

**THREE:** Reflect on where you are in the process of incorporating or integrating this value in your work using the values integration scale below.

1 I live this value every day. It has become a seamless part of my consciousness and everyday work life. I feel great about how deeply this value has become an integral part of my everyday life at work.

2 I live this value consistently, it is more present than absent in my daily work life. I feel like I am making significant progress toward the full integration of this value in my thoughts, actions, balance of time, and priorities. However, I am still challenged to live it more fully, especially in times of tension or stress.

3 I live this value in an on-again, off-again way. Sometimes I am able to really bring it alive in my life and other times it seems that I am far from making it a reality in how I live every day. I really want to incorporate it more fully into my life, but I need to explore its practical applications more closely.

4 I live this value only occasionally. Although I believe in my heart that it is really important, I have only begun to translate this belief into everyday action. When I do act on this value, I feel like I am on the right track and living out of my true character.

5 I have intellectually recognized this value as very important to this organization but I haven't really begun to put it into practice. I know that living out this value would bring greater meaning and satisfaction to my work life. Now I need to find the ways to begin to incorporate it.

**FOUR:** Focusing on one or two values, create a set of action steps that will enable you to more fully incorporate the chosen core value into your everyday life.

Value Priority ONE: \_\_\_\_\_

Definition:

Integration Scale:

1	2	3	4	5
Live it Everyday	Live it consistently	On again off again	Occasionally live it	Desire to live it

Value Priority TWO: \_\_\_\_\_

Definition:

Integration Scale:

1	2	3	4	5
Live it Everyday	Live it consistently	On again off again	Occasionally live it	Desire to live it

Value Priority THREE: \_\_\_\_\_

Definition:

Integration Scale:

1	2	3	4	5
Live it Everyday	Live it consistently	On again off again	Occasionally live it	Desire to live it

Value Priority FOUR: \_\_\_\_\_

Definition:

Integration Scale:

1	2	3	4	5
Live it Everyday	Live it consistently	On again off again	Occasionally live it	Desire to live it

Value Priority FIVE: \_\_\_\_\_

Definition:

Integration Scale:

1	2	3	4	5
Live it Everyday	Live it consistently	On again off again	Occasionally live it	Desire to live it

#### ACTION STEPS FOR VALUES INTEGRATION

Choose one or two of your organization's core values that you would like to more fully integrate into your everyday life at work. Reflecting on the following questions, create 3-5 action steps to incorporate this value into your daily existence. Questions: What situations are most challenging for me in living out this value? What people at work seem to draw me away from this value? What people help me to stay on track with this value? What are the implications of this value for my everyday schedule? What kind of reflective processes might help me to live this value more fully? The one thing that I could do to really move me along in putting this value into practice would be...

VALUE \_\_\_\_\_

Action Steps:

VALUE \_\_\_\_\_

Action Steps: