

# CREATING PERSONAL MISSION, VISION and VALUE STATEMENTS

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## Values: Let people know what you stand for

### 1. CORE VALUES - What do you stand for?

Write down four - six things that you want be known for.

- |    |    |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |

### Value statements support your core values:

- Take 4-6 of your core values and write statements that show what that value looks like to you.
  - What do you act like, say or do when living that value?
  - What does the outside world see when they look at you?
  - Are the values clearly identifiable by everything you do?

### Example:

*Family and Faith*: Keep me centered so I know where I came from, where I am going, and why what I do is important.

### Write Your Value Statements:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

## Mission statements need to:

- Be clear and to the point
- Be memorable
- Be inspiring
- Fit the need of the individual
- Answer the question
  - "Why do I exist?"

### 1. CORE VALUES - What do you stand for?

### 2. YOUR PASSION IS YOUR POWER - What do you do?

Write down what you do:

### 3. SERVICE - Who do you serve?

Write down who you serve:

### 4. FOCUSING DIRECTION- How will you serve those around you?

Write down how you will serve those around you:

### 5. PUTTING IT ALL TOGETHER

***MISSION STATEMENT = PASSION + SERVICE + DIRECTION + CORE VALUES***

### Example:

To be a positive role model through self-awareness, adaptability, integrity and competence.

## Write Your Personal Mission Statement:

## Vision statements need to:

- Paint a clear and vivid picture
- Describe a bright future
- Be memorable and engaging
- Be realistic
- Be aligned with personal values
- Answer the question
  - "Where do I want to go?"

### 1. DESIRED STATE - Where do you want to be?

Write down three things that you want be known for in the future.

- 1.
- 2.
- 3.

### 2. EMPOWERMENT & EXCITEMENT - Who do you empower or excite?

Write down who is empowered or excited by what you do:

### 3. TIMELINESS - What is your timeframe to reach your desired state?

This is an optional piece of the value statement development. Some visions are lofty, unreachable states of perfection and others are timely, motivational targets.

Write down your timeline:

### 4. PUTTING IT ALL TOGETHER

**VISION STATEMENT = DESIRED STATE + EMPOWERMENT/EXCITEMENT  
(+ TIMELINESS)**

### Example:

To be the most effective professional development specialist available, by providing exceptional customized professional development interventions, for those who seek my services.

## Write Your Vision Statement: