Values Clarification Exercise

The Work Values Inventory clarifies what values mean the most to you in your career. Knowing your values also forewarns you of conflicts that may lay ahead. For example, your target firms may value behaviors and "lifestyle" that do not match your preferred values and needs.

Values refer to strong personal preferences for a certain kind of lifestyle. Values indicate what is truly important to you. Values are often "expressed" and "enacted" because they feel good or "pleasurable" to do. You can often clearly see a person's values by their behavior, rather than what they say. Most people enjoy and are motivated by work roles that allow them to do their favorite activities (i.e. "enact" their favorite skills), and express their favorite "behaviors" in their favorite environments and therefore, get their needs met in a compatible work culture.

When you find yourself asking, "What do I want? Which alternative of career choice has the most merit?" - you are asking values questions.

The process of clarifying your values

On the following pages you will see a list of 44 work values and lifestyle considerations that have been found to be important in the MBA world of work. Rank order these values according to the intensity of feeling you have about how "important" it is for you to express this value. Use the following scale:

1................2..............3..............4..............5
no importance  average importance  very important

Consequently, if "Advancement" is "very important" to you, then you would write a 5 in front of that value; if it is of "no importance" then write a 1 in front of the value, etc.

Recording the Results: Rank your top 15 values in order of importance to you on your "Summary List of Work Values" sheet on page 10.
VALUES IDENTIFICATION EXERCISE

<table>
<thead>
<tr>
<th>Trait</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advancement</td>
<td>Like to consistently move on to better opportunities.</td>
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<tr>
<td>Risk Taker</td>
<td>Like to assume duties that involve risk-taking of some sort.</td>
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<tr>
<td>Aesthetics</td>
<td>Like being involved in studying or appreciating the beauty of objects or ideas.</td>
</tr>
<tr>
<td>Achievement</td>
<td>Desire to produce results that are considered significant and/or profitable.</td>
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<tr>
<td>Assertiveness &amp; Aggressiveness</td>
<td>Like using forceful energy or initiative and showing bold self-confidence.</td>
</tr>
<tr>
<td>Belonging</td>
<td>Like to have a sense of being a contributing member of an enterprise.</td>
</tr>
<tr>
<td>Change &amp; Variety</td>
<td>Like to adjust to frequent changes in work content and setting, seldom do routine or predictable work.</td>
</tr>
<tr>
<td>Competition</td>
<td>Like to engage in activities where there are clear win/lose outcomes, and mostly win!</td>
</tr>
<tr>
<td>Creativity</td>
<td>Like to create new ideas, programs or structures departing from those already in existence.</td>
</tr>
<tr>
<td>Excitement</td>
<td>Like to demonstrate a high degree of (or frequent) excitement in the course of your work.</td>
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<tr>
<td>Fast Pace</td>
<td>Like to work in circumstances where there is a high pace of activity, and show I can do work rapidly.</td>
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<tr>
<td>Flexibility</td>
<td>Can adapt readily to new and changing work requirements.</td>
</tr>
<tr>
<td>Friendships</td>
<td>Can develop close personal relationships</td>
</tr>
<tr>
<td>Help Others</td>
<td>Like to be involved in helping other people in a direct way, either individually or in small groups.</td>
</tr>
<tr>
<td>Help Society</td>
<td>Like to contribute to the betterment of the world we live in.</td>
</tr>
<tr>
<td>High Motivation</td>
<td>Have a strong desire to succeed.</td>
</tr>
<tr>
<td>Independence</td>
<td>Like to be able to determine the nature of my work without significant direction from others; comfortable working alone.</td>
</tr>
<tr>
<td>Influence People</td>
<td>Enjoy being in a position to change attitudes or opinions of people.</td>
</tr>
<tr>
<td>Intellectual Status</td>
<td>It's important to me to be regarded as a person of high intellectual prowess or as an acknowledged &quot;expert&quot; in a given field.</td>
</tr>
<tr>
<td>Knowledge</td>
<td>I value always learning more and increasing my knowledge base.</td>
</tr>
</tbody>
</table>
___ Leisure
Like to have work that allows for significant time off to pursue non-work related activities.

___ Location
Like to work in a place that provides an excellent work environment.

___ Make Decisions
Like having the power to decide my own courses of action, policies, etc.

___ Mental Challenge
Like to show I can constantly face and resolve complex problems.

___ Perseverance
Can persist in an undertaking despite opposition or discouragement.

___ Physical Challenge
Like to demonstrate I can work hard, despite the fact that my job can make considerable physical demands upon me at times.

___ Power and Authority
Like to demonstrate I can effectively control the work activities or the destinies of other people if required.

___ Precision Work
Like to work in situations where there is very little tolerance for error.

___ Profit, Gain
Have a strong desire to accumulate a large amount of money or other material gain.

___ Public Contact
Enjoy a lot of day-to-day contact with people

___ Recognition
Want to be recognized for the quality of my work in some visible or public way.

___ Security
Want job security and reasonable financial rewards.

___ Stability
Like work routines and job duties that are largely predictable and not likely to change over a large period of time.

___ Status
Enjoy having the respect and admiration of others because of the kind of work I do, and like having an important title/position with the firm.

___ Strong Interest
Like it when activities are deeply engaging and intrinsically interesting.

___ Supervision
Like having a job in which I am directly responsible for the work done by others.

___ Team Orientation
Like working well with other people on shared tasks.

___ Tenacity
Enjoy demonstrating diligence to finish a goal or task.

___ Time Freedom
Like work responsibilities where I can work according to my own time schedule; no specific working hours required.

___ Willing to Travel Extensively
When necessary, I am willing to travel and live "on the road."

___ Work Under Pressure
Can work under time pressures and in circumstances where the quality of my work may be judged by supervisors, customers or others.

___ Work With Others
Can work with others as a group, or a team toward common goals.