



Prioritizing Values in Career Planning

Values are beliefs that are of worth or importance in your life. Values are motivators and are a basis for personal and professional fulfillment. In the context of work, feeling ‘mismatched’ may arise from conflicts between your set of work values and the values of your job/workplace.

A selective list of work values follows. While it does not represent all values it highlights typical important beliefs to many workers. **Place a check or X** to the left of the values that are important to you. Add other important values to you that are not on this list. **Number your five most important values**, to the left of the table, and determine how well the opportunities you are considering in career plans and jobs in your current and future searches meet these values. With these values in mind, **develop questions to ask in interviews** about how your your values will be met by the companies and jobs for which you are applying

Selected Value

How You Have or Wish To Fulfill This Value at Work

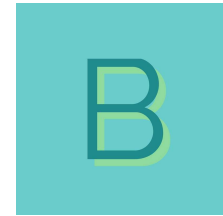
	ACHIEVEMENT Setting high goals; reaching high performance standards	
	ADVANCEMENT More responsibility; promotion	
	ATTRACTIVE WORK SETTING	
	BALANCE WITH OTHER LIFE ROLES	
	CHALLENGING PROBLEMS TO SOLVE	
	CLEAR EXPECTATIONS Success parameters are spelled out	
	COMPETENCE Developing, using skills effectively; mastery	
	CONTRIBUTE TO SOCIETY	
	CONTRIBUTE TO OTHERS Clients, customers, mentor colleagues	
	CONVENIENT LOCATION Easy commute; close to transportation	
	ENVIRONMENTALLY CONSCIOUS ORGANIZATION	
	ETHICS Moral fulfillment	
	FAST PACE Work with deadlines; under pressure	
	FLEXIBLE WORK ARRANGEMENTS For example: telecommute; four-day work week; flex	

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	GOOD BENEFITS	
	HEALTHY COMPETITION	
	HIGH SALARY	
	INDEPENDENT CONTRIBUTION Not closely supervised; make decisions; work alone	
	JOB SECURITY, STABILITY	
	LEADERSHIP OPPORTUNITIES Supervision; project leadership; mentoring	
	POWER/INFLUENCE IN THE ORGANIZATION Status	
	PROF'L DEVELOPMENT OPPORTUNITIES Continuing education; prof'l association. Meetings	
	PUBLIC CONTACT	
	PURSUING IMPORTANT INTERESTS	
	RECOGNITION FOR CREATIVE CONTRIBUTION	
	RECOGNITION FOR EXPERTISE/SKILLS Content expert; specialized skills	
	REGULAR WORKING HOURS Structured schedule	
	RESPECT & FAIRNESS	
	RISK-TAKING ENVIRONMENT Entrepreneurial; innovative; competitive; adventure	
	ROUTINE TASKS	
	STABILITY OF THE WORK Routine, predictable responsibility, tasks	
	SUPPORTIVE MANAGER & COLLEAGUES	
	TEAM CONTRIBUTION Work closely with others, internally / externally	
	VARIETY, CHANGE IN TASKS / RESPONSIBILITIES	

Sources: *Career Counseling Techniques*, Brown and Brooks; Arizona State University.

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