

Work Values Exercise

(804) 289-8547 | careerservices.richmond.edu
Office Hours: M-F, 8:30 a.m. to 5 p.m. | Walk-in Hours: M-F, 2 to 4 p.m.



Adapted from Stanford University Career Development Center's "Values Inventory." Anne Greenblatt, 2000

Rate each of the following values based on how important you would like each to be in your work using the following scale:

1 = Not Important At All
3 = Somewhat Important

2 = Not Very Important
4 = Very Important

Category I: Content of Work

- ___ My work is **challenging**.
- ___ My work involves **decision-making**.
- ___ I have **autonomy** in my work; I set my own work priorities.
- ___ My work requires me to be a **leader** or a supervisor to others
- ___ My work is **detail oriented**.
- ___ My work is **intellectually stimulating**.
- ___ My work requires much **creativity**.
- ___ I am **continually learning** on the job.
- ___ My work **contributes to others'** well being and helps others.
- ___ There are many **deadlines** and **pressures** in my work.
- ___ My work has much **variety**.
- ___ My work entails much **self-expression**.
- ___ My work requires a high level of **responsibility** for others.
- ___ My work involves **risk**.
- ___ My work includes **much adventure**.
- ___ I do the same daily **routine** in my work.

Category II: Benefits of My Work

- ___ I earn a **large salary** for my work.
- ___ People **respect** me for the work that I do.
- ___ There is room for **advancement** and **promotion**.
- ___ My work has **integrity**.
- ___ I am perceived as **influential** or **powerful** because of my position.
- ___ My work **gives back** to the community.

- ___ People **admire** or look up to **me** for the work that I do.

Category III: My Work Environment

- ___ My work day is **flexible**, and I can set my own schedule.
- ___ It is quiet so I can **focus on my work**.
- ___ There is **diversity** among the people with whom I work.
- ___ I work **indoors** in a pleasant setting.
- ___ My work environment is **fast-paced**.
- ___ I am **safe** in my work environment.
- ___ The pace where I work is **relaxed**.
- ___ I work with the public frequently; I interact with **many people**.
- ___ My workday is **predictable**.
- ___ I work **outdoors**.

Category IV: The People with Whom I Work

- ___ I **work frequently** with **co-workers** in teams.
- ___ I **trust** my co-workers.
- ___ My colleagues and I are very **competitive**.
- ___ There is **harmony** among my colleagues.
- ___ My co-workers **care** about me.
- ___ **Humor** is important to my colleagues and me.
- ___ My colleagues are very **similar to me**.
- ___ My co-workers are **loyal**.
- ___ My colleagues let me work **on my own** and do not interrupt me when I am working.
- ___ My colleagues appreciate **individualism**.
- ___ My colleagues differ from me, and I learn from our **differences**.

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Once you have finished rating each item, review the list to come up with your top 10 values. Consider each value's specific meaning to you.

Value

Example 1:

Intellectually Stimulating

Example 2:

Co-workers in Teams

Specific Meaning to You

I will have to research and learn new ideas as part of my job, as well as present and defend those ideas to co-workers or clients

I will get along well with my co-workers, and we will frequently have to work together on projects.

1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

- Now, look back at the four categories: Content, Benefits, Environment and People. Which category is most important to you?
- As you identify and research careers, keep the most important value category in mind; you will want to make sure that the career path you choose matches well with what you value.