

Values & Strengths Discovery Guide

Know Yourself to Build a Career That Fits

Why This Matters

Your values determine what makes work meaningful. Your strengths determine where you excel effortlessly. When your career aligns with both, work feels fulfilling rather than draining.

Time needed: 45-60 minutes

Part 1: Discover Your Core Values

Step 1: Values Identification

Review the list below. Circle any that resonate.

Achievement & Success

- Recognition & Status
- Excellence & Quality
- Competition & Winning
- Advancement & Promotion

Independence & Control

- Autonomy & Self-Direction
- Flexibility & Freedom
- Entrepreneurship
- Decision-Making Authority

Relationships & Connection

- Teamwork & Collaboration
- Helping Others
- Community & Belonging
- Mentorship

Security & Stability

- Financial Security
- Job Stability
- Predictability
- Structure & Order

Growth & Learning

- Continuous Learning
- Challenge & Mastery
- Innovation & Creativity
- Personal Development

Meaning & Purpose

- Social Impact
- Alignment with Personal Beliefs
- Making a Difference
- Legacy & Contribution

Balance & Wellbeing

- Work-Life Balance
- Health & Wellness
- Time with Family
- Leisure & Recreation

Step 2: Narrow to Top 5

From your circled values, choose your top 5.

- _____
- _____
- _____
- _____
- _____

Step 3: Prioritise to Top 3

If you could only have 3, which would they be?

My Top 3 Non-Negotiable Values:

- _____
- _____
- _____

Step 4: Values in Action

For each top value, answer:

Value #1: _____

- When is this value honoured in my current work?
-

- When is it violated?
-

- How could I honour this value more?
-

Value #2: _____

- When is this value honoured in my current work?
-

- When is it violated?
-

- How could I honour this value more?
-

Value #3: _____

- When is this value honoured in my current work?
-

- When is it violated?
-

- How could I honour this value more?
-

Part 2: Discover Your Strengths

What is a Strength?

A strength isn't just something you're good at—it's something that:

- ✓ You're naturally good at
- ✓ Energises you when you use it
- ✓ Others recognise in you
- ✓ You want to develop further

Step 1: Peak Performance Reflection

Think of 3 times when you were at your best. Describe each:

Peak Moment #1:

- What were you doing? _____
- What skills were you using? _____
- What made you feel energised? _____

Peak Moment #2:

- What were you doing? _____
- What skills were you using? _____
- What made you feel energised? _____

Peak Moment #3:

- What were you doing? _____
- What skills were you using? _____
- What made you feel energised? _____

Patterns: What shows up repeatedly?

Step 2: Strengths Checklist

Review this list. Check any that genuinely feel like strengths (not just skills).

Thinking Strengths:

- Analytical thinking
- Strategic planning
- Creative problem-solving
- Attention to detail
- Big-picture thinking
- Critical analysis
- Innovative ideation

Relationship Strengths:

- Empathy & understanding
- Building rapport
- Conflict resolution
- Coaching/mentoring
- Collaboration
- Influence & persuasion
- Networking

Execution Strengths:

- Getting things done
- Organising & planning
- Project management
- Follow-through

- Process improvement
- Efficiency & optimisation
- Quality control

Communication Strengths:

- Public speaking/presenting
- Writing & storytelling
- Active listening
- Facilitating discussions
- Explaining complex ideas simply
- Negotiation
- Teaching

Step 3: Identify Your Top 5 Strengths

From your checked items and peak moments, list your top 5.

- _____
- _____
- _____
- _____
- _____

Step 4: Strengths Utilisation Audit

For each strength, rate how often you use it in your current work.

Strength	Frequency (1-10)	How I could use it more
1.	----- ----- -----	
2.		
3.		
4.		
5.		

Part 3: Integration & Action

Values + Strengths Alignment

When both align, work feels:

- Energising (using strengths)
- Meaningful (honouring values)
- Sustainable (not forcing yourself)

Ideal Role Criteria:

Based on my values and strengths, my ideal role would:

- **Environment:** _____
- **Daily tasks:** _____
- **Team/culture:** _____
- **Impact:** _____

Gap Analysis

Current Role Alignment:

Area	Alignment (1-10)	Notes
-----	-----	-----
Values honoured		
Strengths utilised		
Overall fit		

Action Plan

To increase alignment, I will:

This week:

- _____
- _____

This month:

- _____
- _____

This quarter:

- _____

Validation Exercise

Ask 3 people who know you well:

"What do you think my top strengths are? When have you seen me at my best?"

Person 1 said:

Person 2 said:

Person 3 said:

Do their observations match your self-assessment?

Final Reflection

My core values are:

- _____ 2. _____ 3. _____

My top strengths are:

- _____ 2. _____ 3. _____

A role that honours both would look like:

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