

Personal Inventory

What fills me?

What brings me joy?

What drains me?

What would I like to avoid?

**What do friends/family/colleagues
think I do well?**

What values do I hold dear?

Circle those that are mission-critical

When have I been most fulfilled?

What was I doing? With whom? Where? When?

Personal Inventory

Where I want to be in 2 years:

My ideal work setting:

Percent of time I want to spend working: _____%

The type of people I want to work with:

The impact I want to have:

Skills assessment

I'm good at:

I want/need to improve at:

My 30-second "pitch"

Or a vision statement that provides guidance

Steps I will take to advance my career

Add target dates for completion. What accountability partner(s) can keep me on track?

Sample Values

Achievement	Excellence	Open Mindedness	Self-Knowledge
Advancement	Excitement	Order	Self-Respect
Adventure	Facts/Data	Passion	Service
Alone Time	Fairness	Peace	Social Responsibility
Ambition	Fame	Personal Growth	Spirituality
Appearance	Family	Potential	Stability
Authenticity	Family Happiness	Power	Structure
Balance	Freedom	Play	Sustainability
Beauty	Friendship	Pleasure	Teamwork
Being	Fun	Positivity	Thinking
Belonging	Growth	Problem Solving	Time
Change	Harmony	Prosperity	Tolerance
Collaboration	Health	Purpose	Tradition
Community	Helping	Risk	Travel
Competitiveness	Inner Harmony	Recognition	Trust
Conformity	Integrity	Rejuvenation	Wealth
Contribution	Knowledge	Relaxation	Wisdom
Courage	Learning	Resolving Conflict	Work
Creativity	Loyalty	Respectfulness	Work Life Balance
Curiosity	Moderation	Romance	
Economic Security	Money	Routine	