

Personal Mission Statement

A mission statement is “a personal credo or motto that states what our life is about” (Covey, *The Seven Habits of Highly Effective Teens*, p. 81). It is like a map that helps you navigate the crossroads of your life or a filter to help you sort through life choices. Why is that important? It opens your eyes to what is important to you and helps you make decisions accordingly.

A mission statement establishes what is important to each of us. It allows us to connect with our own unique purpose. It allows us to put into words what we are all about and what success looks like to us.

STEP 1: IDENTIFY CORE VALUES

Let's get clear about our values. What matters most to you in life? Brainstorm all the things that matter to you.

Now, narrow your list to the FIVE most important values.

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STEP 2: VALUES IN ACTION

Actions speak louder than words! Review your five values and list at least TWO actions you currently do or want to do to live your values. What does it look like to LIVE our values?

Example: If you value kindness, what does that look like in action? It may be smiling at everyone you see or writing one note of encouragement to someone each week.

STEP 3: IDENTIFY CONTRIBUTIONS

List the ways you could make a difference in your family, work, community, school and world.

STEP 4: IDENTIFY GOALS

Think about your priorities and goals. Brainstorm your short-term and long-term goals.

STEP 5: WRITE MISSION STATEMENT

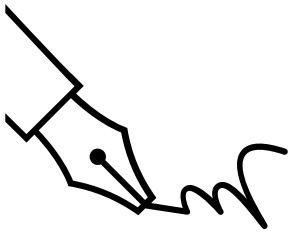
Begin writing your personal mission statement based on what you've learned about yourself.

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THINGS TO KEEP IN MIND



- **Keep it simple, brief and clear.** Most effective mission statements tend to be three to five sentences long.
- **Keep it positive.** Focus on what you want to accomplish, achieve and become instead of what you don't want to do or become.
- **Keep it action oriented.** Your mission statement should be applicable every day in your actions and decisions.
- **Keep it real.** Be true to yourself. Make sure your mission statement accurately reflects your biggest passion and what you truly believe your long-term purpose to be.



MISSION STATEMENT STARTERS

Stuck? Try some of these starters to get you writing.

- To (what you want to achieve/do) so that (why it's important), I will (specific behaviors, attitudes and actions).
- To live each day (list value) so that (what living by these values will give you). I will (specific behaviors, attitudes and actions).
- To be known as a person who (qualities/values you have or want to have). I will (specific behaviors, attitudes and actions).
- To use my (skills or expertise) to inspire/lead (group of people) so that (ultimate goal).
- To develop and cultivate the qualities of (two or three values or character traits) that I admire in (an influential person in your life) so that (why you want to develop these qualities).
- To appreciate and enjoy (things you want to appreciate and enjoy more) by (what you can do to appreciate/enjoy these things).