love your Creative Side

My Value Worksheet

Understanding the full scope of your abilities, skills, talents that add up to your value as an individual can be difficult. We often discredit our experience and focus on our short comings.

This worksheet has been developed to enable you to see all facets of you and your skills in the light of value, without judgment. Keep an open mind. You don't have to share this unless you want to. However, it can be helpful to share with someone who won't let you downplay those skills of yours!

Step 1: List each job/position you have held since you left school in the space below. Yes, all of them.

Step 2: For each job/position held, list ALL of the major tasks.

Step 3: For each major task of each position held, write down the skills you utilized to complete them. For example, organizational abilities, create processes, etc.

Step 4: For each job/position held, write down the "soft skills" that you utilized. These include the skills such as:

- Motivation
- Social skills
- Self-confidence
- Optimism
- Service Orientation
- Communication
- Leadership
- Collaboration & Cooperation
- Empathy
- Interpersonal skills
- Initiative
- Understanding Others
- Influencing Skills
- Conflict Management
- Supervisory

Step 5: Now it is time to determine those tasks that lit you up, that gave you energy, that you loved doing! Review your list, and highlight or circle those that you enjoyed doing. This is important, because we can be very skilled at a task, but may not want to do it.

Step 6: Review those circled. Can you see your value now? Does it line up with all that you have ever desired to be. Are there changes you need to make to align yourself with your value?

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Position Held	Task	all skills Utilized

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my value

signed _____